

Job Alfredo F. Tan

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**Objectives**

Seeking a dynamic position in logistics or business development where my research, planning, and implementation skills can be utilized to drive growth and efficiency within the organization.

Education

2013 -2018 - **Bachelor of Science in Business Administration Major in
“Marketing Management”**

San Beda College, Manila

Achievements

Award for “top 3” in booth design, San Beda College, 2017

Award for “top 7” in Marketing research Defense, San Beda
College, 2015

2003 - 2013 - **Primary and Secondary education**

Pasig Catholic College, Pasig

Experiences**Aerofix Supplies & Services – August 2021 – December 2024**

Logistics Assistant

- Research for parts used for repair.
- Supply parts for the client.
- Inventory management.
- Assist with the repair of avionics instruments and radio.
- Research for better suppliers abroad.

Philippine Seven Corporation – January 2018- December 2018

Business Development Specialist

- Research, planning, and implementation for a new target market for store location.
- Assist with the legal, structural, and engineering process of a new store.
- Research new opportunities for low-sales stores.
- Assist with the concerns of the client and implementation of bond with the client.

Manila Bulletin – August 2017- November 2017

Marketing and Brand staff (Intern)

- Manage brand and marketing materials for events.
- Research, Planning, and Implementation for events, marketing endorsement and designs for the upcoming newspaper, magazines, social media ads, and tv commercial.

Portfolio

2018 - Roxas Holdings Inc. (Strategic Management Project)

To manage the company's earnings through various monitoring and control to reduce its waste and maintain the growth of the company

2017 - St. Luke's Medical Centre (Direct Marketing Plan Paper)

This paper will show the proposed Direct Marketing strategies and campaigns that will help St. Luke's Medical Center Global City, Center for Weight Intervention and Nutrition Service (WINS) to increase their brand awareness and convert the potential customers of San Beda College Mendiola, Manila into actual clients.

2016 - The impact of Word of mouth to the customer satisfaction in the movie Industry (Marketing Research)

The study aims to understand and evaluate the impact of online word-of-mouth to the satisfaction of the customer in watching a movie.

Seminars and Workshops Attended:

2024 - **Introduction to Back-End Development**
(Coursera)

2024 - **Programming in Python**
(Coursera)

2019 - **Advance Negotiation Skill Training**
(Philippine Seven Corporation, Mandaluyong)

2019 - **Basic Negotiation Skill Training**
(Philippine Seven Corporation, Mandaluyong)

2018 - **International Marketing Congress**
(San Beda College, Manila)

2017 - **StramaRaMa**
(San Beda College, Manila)

2017 - **Direct Marketing Expediency**
(San Beda College, Manila)

2016 - **Marketing Research Congress**
(San Beda College, Manila)

2015 - **Adobo class a campus tour**
(De La Salle University, Manila)

Skills and Values

- Advance knowledge in programming language of C++, Python, HTML5, Java and CSS.
- Profound in multi-tasking activities.
- Exceptional motivator in a team.
- Video and Photo Editing software (Vegas Pro, Adobe Photoshop, Microsoft Paint)
- Benedictine hallmarks education.
- Highly adaptable and risk-taker in any environment.
- Microsoft office application (MS word, MS excel, MS power point, MS access).
- Advance negotiation skills.

Languages Spoken

- Filipino
- English

Interests

- Reading: Research paper, Thesis papers, Comics.
- Computer Games.
- Coding.
- Sports: Basketball, Swimming, Badminton
- Food
- Travel: USA, Europe, Asia

Character References

- **Edgar U. Timbungco (Mentor)**
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- **Mharc Glenn Joshua Vargas**
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