

ISMAEL LUIS Q. SARMIENTO

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EDUCATION

Silliman University

BS in Electrical Engineering

Professional License: Registered Electrical Engineer

Dumaguete City, Philippines

March 2011

September 2011

WORK EXPERIENCE

By Design Bar, Inc.

Managing Director

Mandaue City, Philippines

March 2015 – Present

- Played a central role in establishing a partnership with Furnitecengineering, Co. Ltd, a manufacturing company based in Gifu, Japan growing company revenue by 70%
- Enforced and led the training of the use of 3D modeling tools such SketchUp (formerly Google, now owned by Trimble Inc.) to streamline furniture design and engineering resulting in standardization of 3D data, annual software licensing savings, and ultimately reducing project delivery timeline by 22%
- Instituted a culture focused on creating a positive work environment based on mutual respect and trust. This approach led to a high rate of employee engagement, consistently high quality work outputs, and above-average employee retention rates
- Initiated work-from-home SOPs to enable the rapid shift to remote work during Covid-19 and introduced Trello project management system to delegate workflow and track time-on-task for each employee and active project

Isecompany, Inc.

Proprietor

Lapu-Lapu City, Philippines

October 2014 – June 2022

- Spearheaded and built a Computer Numerical Control (CNC) Routing Machine increasing productivity by 40% while expanding the business and creating a new service product, generating a boost in sales by 150%
- Delivered and fulfilled 6 contracts (\$300k value) to manufacture Ironman Cebu Philippines Triathlon medals and trophies in collaboration with world renowned designer Kenneth Cobonpue
- Managed boat refurbishing projects ranging from \$20K to \$100K, sourcing and negotiating with contractors, connecting with engineers, designers, and other skilled workers to define scope, and guide project completion
- Developed and administered the maintenance planning procedures, ensuring all major component maintenance work and track replacements were forecasted and planned appropriately with minimal disruption to ongoing and future projects
- Negotiated new terms with manufacturing equipment and created relations with raw material suppliers, resulting in annual savings of 9%

Formlab Trading

Operations Management

Lapu-Lapu City, Philippines

June 2011 – October 2014

- Revised the manufacturing process of existing products to reduce production cost by reducing wastage and substantially reducing labor cost through the use of 3D CAD modeling to accurately estimate material usage (cost estimates)
- Streamlined the daily administrative operations, creating and implementing an operational checklist utilized by management team to reduce timeframe for completing daily shift preparation tasks and minimizing steps missed or mistakes
- Owned the full spectrum of accounting functions including accounts payable and receivable, account reconciliations, payroll, book closing, coordinating tax returns, budget management, and other bookkeeping functions using Excel
- Led the strategic shift from paper filing to electronic, reducing manual labor, printing costs, and risk of lost information

Passepartout Philippines, Inc.

Operations/Finance Intern

Lapu-Lapu City, Philippines

October 2007-March 2008

- Implemented electronic file management (paperless documentation) system, decreasing printing costs by 75%
- Created an efficient finance management system to streamline tracking of company production cost and expenses using Microsoft Excel which improved admin processes and saved the admin staff 2 hours of manual bookkeeping per day
- Managed weekly bookkeeping, documenting cash flow to drive key financial reporting, and assisted senior management in budgetary projection
- Maintained office equipment by performing preventive maintenance, troubleshooting simple failures, and calling for repairs when necessary

CERTIFICATIONS

Google Data Analytics

Harvard CS50X

SKILLS & INTERESTS

Skills: **Python** | **SQL** | **R** | **Tableau** | **Git** | **Spreadsheets** | **Pivot Tables** | **Basic Nihongo**