



# JAMIL CARLO MATIENZO

Mechanical Engineer

---

|               |                                                                      |
|---------------|----------------------------------------------------------------------|
| Address       | JBR1, Dubai Marina, UAE                                              |
| Contact no.   | +971-52-516-8646                                                     |
| WhatsApp no.  | +971-52-516-8646                                                     |
| Email Address | <a href="mailto:matienzojamil@yahoo.com">matienzojamil@yahoo.com</a> |
| Visa Status   | Tourist Visa (until Dec.29, 2022)                                    |
| Nationality   | Filipino                                                             |

---

## OBJECTIVE

*To render my knowledge, utilize my skills, apply my experience and expertise in all aspects of organization management, and helps to develop my own personality and can improve my potential being as a future competitive individual.*

---

## WORK EXPERIENCE

### Flight Equipment Operations Assistant

CFHELMETS LLC (Aviation/Production Industry)

Free Zone, Jebel Ali, Dubai

August 2022 – October 2022 | (3 months experience)

#### Responsibilities:

- Provide assistance in the performance of all flight equipment operation.
- Responsible for making communication to the customer regarding their requirements.
- Responsible to perform Quality Assurance in each product order.
- Preparing the orders and secure the product shipments deliver on-time with the correct address.
- Making the actual helmets and conduct quality testing as compliance to standard procedure.
- Responsible for tracking the courier for avoidance the unnecessary feedbacks.
- Generate weekly reports regarding the progress of the production and shipments.

### Process/Production Engineer

Pricon Microelectronics Inc. (Plastic Molding/Manufacturing Industry - Japanese Company)

Laguna, Philippines

July 2019 – January 2022 | (2 year & 6 months experience)

#### Responsibilities:

- Maintaining the good condition of operation/production and perform all periodic mechanical maintenance activities.
- Conduct preventive and corrective maintenance for air compressor (screw type), cooling tower, and pumps, and other mechanical machines and equipment inside the production/company.
- Overhaul injection machine, repairing screw-injection unit and lubricating all machine gears.
- Repairing technical issues for a/c compressors and radiator Install, maintain, repair, and perform all mechanical maintenance activities.
- Organize schedule and estimation of materials needed for new evaluation and daily production.
- Preparing bill of quantity (BOQ) and secure all production shipments will be delivered on-time.
- Responsible to communicate to supplier of equipment regarding in the condition of materials.
- Involve in some decision-making concerning quality problems that are encountered on the line.
- Assist operator for operating plastic injection molding machine in manual/auto operation.
- Monitoring the production yield and stabilize the line processes.
- Responsible in generating & implementation of generated instructions, procedures, and other process related documents.
- Responsible to train Operator/QC/Technician staff in performing line processes and its activities.
- Prepare and analyze yield data and provide necessary preventive and corrective measures using QC tools to sustain its given target.

## **Mechanical Engineer**

Leadence Philippines Corporation (Plastic Molding/Manufacturing Industry - Japanese Company)  
Laguna, Philippines

November 2017 – June 2019 | (1 year & 8 months experience)

### **Responsibilities:**

- Provide to assistance in the performance of maintenance section to improve, evaluate, install operate and maintenance of all company equipment and applying knowledge and principles.
- Prepares report pertaining to the HVAC activities, developments, and trials.
- Develop, evaluates, and ensures product quality of all development and trial mold for plastic injection molding process conforms with the customer's quality requirements.
- Help and support in the implementation of LPC Emergency Response Team (ERT) and Health, Safety and Environment (HSE) Programs compliance to the regulatory requirements.
- Flushing and de-clogging of air-conditioning units (FCU) and installation of water heaters.
- Checking and monitoring the condition of screw compressors, cooling towers and generators.
- Handling customer concerns regarding the process of new product evaluation and generate corrective and preventive actions.

## **Internship Trainee**

Forest Products Research and Development Institute.

Laguna, Philippines

April 2016 – June 2016 | (2-month experience)

### **Responsibilities:**

- Regular inspection to all equipment and conducting routine maintenance
- Adhering to all safety and performance regulations
- Setting up the pneumatic robot and monitoring all machine parameters.

---

## **EDUCATIONAL ATTAINMENT**

### **Bachelor of Science in Mechanical Engineering (5-year course)**

Laguna State Polytechnic University

Sta. Cruz, Laguna, Philippines

SY: 2012-2017

---

## **PROFESSIONAL LICENSE**

**Registered Mechanical Engineer – Professional Regulation Commission September 2017**

**Examination.** - Manila, Philippines

---

## **CERTIFICATES**

- |                                       |                                               |
|---------------------------------------|-----------------------------------------------|
| • Lean Six Sigma (Green Belt Seminar) | • Advance Product Quality Planning            |
| • 8D Problem Solving                  | • Coordinate Measuring Machine Training (CMM) |
| • 7 QC Tools and Techniques           | • Production Part Approval Process            |
| • Failure Mode and Effect Analysis    |                                               |
| • Statistical Process Control         |                                               |

---

## **HARD SKILLS**

- Computer Literate (MS Word, MS Excel, MS PowerPoint, Outlook)
- Basic knowledge in AutoCAD and Planswift.
- Mechanical Engineering (HVAC, Fire Protection, Plumbing, Welding)
- Can interpret and analyze engineering drawing and MEP floor plan.
- Can use Computer Numerical Control equipment. (CNC)
- Can do technical job (Injection Machine set-up, Robot set-up, Machine Troubleshooting)

---

## **SOFT SKILLS**

- Able to learn quickly, demonstrate flexibility and persistence.
- Distinctive leadership and management skills.
- Team player
- Motivated & Dedicated
- Time management & Organized

*I hereby certify that the above information is true and correct to the best of my knowledge and belief.*