

Manuel Alfonso Rivera Rivera

Industrial Engineer

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OBJECTIVE

As an engineering professional with several years of experience in both manufacturing and general service companies, I've worked both in the United States and overseas with national and foreign companies that have provided me with a unique outlook at the industry's complex and ever-changing complexion. I am looking for a position that allows me to apply my knowledge in an environment that promotes mutually beneficial professional relationships.

EXPERIENCE

Staples Warehouse

SC Associate 1 – Break Packs Dept.

October 2016 to Present

Orlando, FL, 32822

As a SC Associate 1 some of my responsibilities included but were not limited to follow up the requests, fill boxes or empty totes with the RF scanning equipment, stop at indicated locations, pick items out of the bins, and put the items into a tote or box, and push back to the conveyor all the way to shipping in the least time possible. Ensure that the items packed are the same in the request. Keep the working space clean and organized. As a QC Associate 1 some of my responsibilities included but were not limited to use an auto bagger machine to fill the envelop with picked items in break pack department, take care of the quality, inspect the item quantity, description and note any differences, when it's complete need to put the envelop into a tote, and push it back to shipping. Ensure the team is working with the safety standards, follow up the times to finish the request in the least time possible. Complete the procedure standards given by the supervisors. I'm a backup selector and reach driver, helping other departments, moving and stocking materials.

Walmart Stores

Cap 2 Team Associate – Receiving Dept.

April 2016 to October 2016

Orlando, Fl, 32822

As a Cap 2 team associate some of my responsibilities included but were not limited to unloading the truck, pulling new freight, pulling old freight, processing freight, processing apparel and clear the dock of old freight. Also stocking, zoning and organize all new merchandise in the racks. Customer service as needed.

Matos Martinez Investors & Contractors Brigade

Engineer - Operation Dept.

2010 to Nov. 2015

Santo Domingo, Dominican Republic

As a Brigade Engineer, some of my responsibilities included but were not limited to controlling and monitoring maintenance and installation of A/C units. I evaluated and scheduled said operations. I was actively engaged in the creation, implementation and monitoring of preventive and corrective maintenance programs. One of the essential roles as a supervisor was to maintain high standards of quality service and providing for the safety of each employee. I was also tasked with acquiring new customers and providing excellent customer service to our existing customers. As part of the normal growth of the company I would assist in the acquisition of new suppliers. I oversaw the quoting process and created the purchase orders necessary to acquire the materials requested by technicians to complete the task. I tracked services provided and followed up on outstanding invoices. I managed the vendors list and followed up with them on their payments dues.

Industrias Nacionales

Quality Assurance Supervisor

2008 to 2010

Santo Domingo, Dominican Republic

Ensure and monitor compliance with procedures, standards, and customer specifications. Monitor quality inspectors. Responsible for claims of internal and external customers and follow-up visits to external. Audit reports and complaints from vendors of raw materials. Control of department costs and annual budgets. Responsible for tools and calibration equipment. Handle and prepare monthly reports using the SAP system. As a supervisor, I was in charge of the creation and updating the defect book, the inspection instruction manuals and the Laboratory Test Instruction manual. Also, we support the 5S and Safety company programs.

Molinos Modernos

General Services Supervisor – Maintenance Department

2005 to 2007

Santo Domingo, Dominican Republic

I was responsible for the maintenance and upkeep of the facilities. I had control of payroll reports and the approver of personnel overtime. I was one of the members of the Team in charge of industrial safety and health. I created a dosing and control system which maximized the use of the chemicals consumed by the plant's operation. Another very important responsibility was pest control and making certain the staff was following appropriate procedures in pest control and elimination. I contracted and supervised external suppliers and contractors that assisted with the maintenance of the plant. I coordinated and helped in the installation and maintenance of water treatment plant that used the process of osmosis. I was an Internal Auditor for quality control systems and a member of the GMP team on the ground. I was also responsible for the AIB certification.

Baxter Healthcare

Sterilization Assurance Technician, Quality Assurance Dept.

2001 to 2003

Haina, Dominican Republic

Responsible for the technical calibration of laboratory instruments, dosimeters and processes using E-Beam (Electron Beam Sterilization). I measured and analyzed the dose distribution of products and administered special tests for irradiation. I coordinated dosage audits for internal and external controls. I was a member of the Protection and Radiation Safety Team, which won the company's Best Team Award for the operational year of 2002.

Baxter CVG

Set Up operator - Injection Molding Dept.

1995 to 2000

Añasco, Puerto Rico U.S.A.

As a *Set-up Operator* in the injection molding department. I highly developed mechanical handling skills. I was responsible for the installation of molds and the set-up of each product. I also was responsible for the troubleshooting of each injection molding machine. I was trained to apply the principles of GMP (Good Manufacturing Practice).

Hewlett Packard

Quality Coordinator / Operator - Production Dept.

1992 to 1995

Aguadilla, Puerto Rico U.S.A.

As a TQC coordinator some of my duties were work with SMT-PCB manufacturing, support the mechanics and engineers during the set-up off new prototype or troubleshooting.

EDUCATION

UNAPEC University of the Dominican Republic
Industrial Engineer

University of Puerto Rico
Associate Degree in Quality Control

SKILLS

Bilingual (Spanish-English)
Proficient in MS Office (Word, PowerPoint, Outlook, and advanced Excel)
Laboratory Equipment Calibration and Metrology
Personnel Management
Team Work Oriented

CERTIFICATIONS

Selector and Reach Forklift Driver License,
Staples Warehouse (Exp. 2020)

Radiological Emergency Protection and Prevention
UNPHU

Engineering Maintenance Certification
Quality Global Business

Project Management Certification
Quality Global Business

Six Sigma Quality Supervisor
Baxter Internal Program

PERSONAL REFFERENCES

Osvaldo Pagan	(407) 761-9675	Covidien - Medtronic
Pedro Ramos	(727) 744-3101	Citi Bank
Vivian Rodriguez	(407) 791-3850	Staples Warehouse