

JORGE EDUARDO APONTE ROA

Industrial Engineer, MBA

Phone: 787-610-6677

<http://ece.uprm.edu/~carlos.aponte/jorgeaponteweb>

Email: jorgeapon@hotmail.com

Summary

Industrial Engineer with Master in Business Administration - Management. Ability to design, plan, organize, control and optimize production systems; Ability to establish quality systems. Management and optimization of human resources usage, besides physical and material resources in the organization as well. Goal focused, skilled to adapt to businesses environment. Sense of excellence and reliability in given tasks looking forward professional development. Proactive, resourceful, thoroughly, easy going personality, both personal and professional.

Education

University of Turabo, Gurabo Campus 2013 – 2014

Degree: **MBA in Management**

Graduation date: June 2014

Accredited by the Association to Advance Collegiate Schools of Business (AACSB)

- Courses in Management: Production and Operations Management, Occupational Health and Safety, Principles of Total Quality Management, Advanced Supervision and Leadership.

English Lessons September – December 2012

Port of Spain, Trinidad & Tobago

University of Ibagué 2007 - 2012

Degree: **BS in Industrial Engineering**

Graduation date: August 2012

Work Experience

AvanzaTec February 2015 - Present

Interventionist

- Prepare and deliver lectures to students on topics such as mathematics and robotic.
- Maintain student attendance records, grades, and other required records "cognitive tutor".
- Plan, evaluate, and revise curricula, course content, and course materials and methods of instruction.

Juan A. Vázquez CPA July 2014 – February 2015

Auditor –Staff

- Assisting with compliance audits of the Department of Education.
- Prepare detailed reports on audit findings.

IVESUR Colombia – Tolima February – May 2012

Junior engineer – COOP

- Update and process improvement of the quality management system.
- Oversee activities directly related to providing services.

Online training

- Teamwork in Managerial Level (November 2013 – 60 hours)
- Emergency Plans (October 2013 – 40 hours)
- Human Resource Management (September 2013 – 40 hours)

Skills

- Computing Software: MS-PowerPoint, MS-Access, MS-Word, MS-Excel.
- Programming and Development Software: Minitab.

Extra Curriculum Activities

- Computer Maintenance (Diagnostic and reparation of computational equipment).
- Play Soccer and dance Salsa music.

Reference available upon request