

Jonathan Caleb Vallecillo Giron

Management, Supervisor, Sales Agent, Business Strategy, Marketing, Imports And Exports

I consider myself a person with many virtues with an incredible imagination, visionary with a capacity to learn something new at every moment if given the opportunity, I am a responsible, honest person, committed to work and as an act of faith grateful to people that gives a chance, I do my best not to get you disappointed

Contact

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Phone

(407)766 2658

E-mail

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Skills

Business Development 

Operations management 

Project Management 

Sales expertise 

Coaching and mentoring 

Staff training/development 

Budget development 

Work History

2017-04 -

Current

General Manager Engineering and Development

Future Generations Enterprise Sa, Roatan Bay Island, International , Worldwide

- Performed statistical analyses to gather data for operational and forecast team needs.
- Delivered business strategy and developed systems and procedures to improve operational quality and team efficiency.
- Developed effective business plans to align strategic decisions with long-term objectives.

2019-09 -

2020-04

General Manager

Dream Restaurant, Ridgeland, SC

- Prepared annual budgets with controls to prevent overages.
- Developed effective business plans to align strategic decisions with long-term objectives.
- Maximized operational excellence mentoring personnel on management principles, industry practices and company procedures.
- Identified trends in customer marketplaces to develop valuable solutions.

2018-11 -

2019-12

Operations and Logistics Manager

Interpro Investments S De R L, Roatan Bay Island, International

- Conducted research to address shipping errors

Efficient multi-tasker



Recruitment

Consistently meet goals

Budgeting

Relationship building

Effective leader

Exceptional interpersonal communication



2017-02 -
2019-09

and packaging mistakes.

- Directed shipping and receiving of wide range of products daily.
- Handled day-to-day shipping and receiving overseeing more than +35 packages per day.
- Maintained established levels of goods based on sales forecasts and demand to fulfill orders on time.
- Developed criteria, application instructions, procedural manuals and contracts for federal and state public transportation programs.
- Trained new staff on job duties, company policies and safety procedures for rapid onboarding.
- Optimized returns and investments by effectively managing and directing distribution operations.
- Kept corporate departments and customers updated on critical shipments.
- Secured discounts from third-party logistics service providers to deliver substantial cost savings.
- Worked with vendors to schedule daily pickups and weekly deliveries.
- Developed warehouse system that provided best cost with appropriate service levels to achieve organizational goals.
- Coordinated driver dispatch to accomplish daily delivery requirements.
- Monitored and complied with strict budgets by negotiating freight in alignment with needs and specifications.
- Prepared updated shipment reports for executives and clients.
- Led improvement initiatives to advance operational efficiencies and increase revenue.

Sanitation Department

*Regent Seven Seas Cruise Ship (Apollo Group),
Miami, Estados Unidos*

- Handled spills in work and common areas and

used proper methods to clean and sanitize each material.

- Cleaned certain pieces daily and maintained weekly, monthly and semi-annual procedures for less critical lines.
- Dumped recyclable materials and discarded refuse at appropriate disposal sites.
- Maintained tight timetables and strict safety standards by smoothly dismounting and remounting trucks at each stop.
- Consulted with customers to address problems with garbage collection, maximizing team efficiency and customer satisfaction.
- Conducted pre- and post-trip inspections and basic repairs to maintain performance levels and prevent breakdowns.
- Maintained spotless restrooms and break rooms with detail-oriented approach and consistent attention.
- Worked with team members from multiple departments to maintain strict cleanliness standards.
- Collected, sorted and disposed of garbage and recycling from production work areas.
- Implemented extra protections during seasons with higher risks of infections such as flu.
- Mixed, used and properly stored hazardous chemical cleaners to reduce risk of injury or illness.
- Washed down facility walls, floors and doors regularly with cleaning solutions and sprayers.
- Crushed refuse and garbage when appropriate.
- Collaborated with center operations to coordinate material drop-offs and communicate special delivery needs.
- Communicated with dispatchers regarding delays, unsafe sites and equipment breakdowns.

2017-12

Tabyana Beach Resort, Roatan, Bay Island, International, Caribbean

- Supervised staff of [13] personnel by implementing company policies, protocols, work rules and disciplinary action.
- Cultivated positive rapport with fellow employees to boost company morale and promote employee retention.
- Evaluated employee performance and conveyed constructive feedback to improve skills.
- Maintained store equipment, printers and fax machines.
- Maintained positive customer relations by addressing problems head-on and implementing successful corrective actions.
- Controlled resources and assets for department activities to comply with industry standards and government regulations.
- Established team priorities, maintained schedules and monitored performance.

Education

Computer Science Intern: Computer Science And Programming

Catholic University of Honduras - Honduras

2017-07 -
2019-04

MBA: Internacional Bussiness Management

IBM- INSTITUTE - Germany

- Awarded [MBA DEGREE](#)

2013-02 -
2016-10

High School Diploma

COMPLETE, SECONDARY EDUCATION - COMPLETE, SECONDARY EDUCATION

2018-01 -
2022-05

Seaman: I Am A Licensed Seaman With Experience Aboard Crui

Universidad De La Marina Mercante - Honduras

Basic French: French Language And Literature

Babbel Language - Worldwide

Marketing : Marketing Management And Research

FG Corporation - Honduras

MOBILE APP DEVELOPMENTS, USA GRAPHICS DESIGN: MOBILE APP DEVELOPMENTS, USA GRAPHICS DESIGN

Udemy

MBA: Customer Service And Service Quality Management

INFOP-HONDURAS - Honduras

Advanced Training Sales Advisor And Direct Sales : B2C / B2B Business Model

FGE CORPORATION

 **Accomplishments**

- Supervision - Supervised sales team to monitor sales activity and goal achievement.
- Staffing - Worked directly with Human Resources to streamline hiring and onboarding process.



**International Business
Management Institute**
Berlin · Germany

IBMI Berlin
Backer & Backer GbR
Friedrichstr. 246
10969 Berlin - Germany

To whom it may concern

Berlin, 10.04.2023

Letter of Confirmation

This is to certify that JONATHAN CALEB VALLECILLO GIRON has successfully completed the **Business Management Program (Mini-MBA)** at our institution. The program consists of the following courses:

- Essential Management Skills (exam score: 76.92%)
- Strategy and Operations (exam score: 77.78%)
- Finance and Accounting (exam score: 80.00%)
- Marketing and Communications (exam score: 81.82%)
- Human Resource Management (exam score: 100.00%)
- Economics and International Business (exam score: 92.86%)

The International Business Management Institute (IBMI) in Berlin offers certified online courses and programs in the fields of business, management, governance, and economics.

Detailed information about the courses, the learning requirements, and our institute can be found at: <https://www.ibm-institute.com/institute/>

Yours sincerely,

Bastian D. Backer
Institute Director
IBMI | International Business Management Institute, Berlin

**International Business
Management Institute**
Berlin · Germany



This certifies that

JONATHAN CALEB VALLECILLO GIRON

was awarded a program diploma in

Business Management

by completing the following courses:

-
- International Business & Economics
 - Essential Management Skills
 - Human Resource Management
 - Strategy & Operations
 - Finance & Accounting
 - Marketing & Communications



A blue ink signature of the President, written in a cursive style.

President

A blue ink signature of the Program Director, written in a cursive style.

Program Director

Certificate ID:

125954-158-554-6832

www.ibm-institute.com/verify

**International Business
Management Institute**
Berlin · Germany



This certifies that

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-
- International Business & Economics
 - Essential Management Skills
 - Human Resource Management
 - Strategy & Operations
 - Finance & Accounting
 - Marketing & Communications



President

Program Director

Certificate ID:

125954-158-554-6703

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