



## Jorge Silva

**Date of birth:** 17/03/1995 | **Nationality:** Portuguese | **Gender:** Male |

**Email address:** [jacrsilva95@gmail.com](mailto:jacrsilva95@gmail.com) | **Address:** Penafiel, Portugal (Home)

### WORK EXPERIENCE

11/2019 – 10/2023 São Mamede de Infesta, Portugal

#### VMI MANAGER ANDREIA PROFESSIONAL

- Orchestrated end-to-end implementation and coordination of the VMI project, overseeing all aspects from inception to execution.
- Spearheaded demand forecasting, inventory optimization, and supply chain solutions, driving alignment with customer requirements and business objectives.
- Nurtured strong client relationships, fostering cross-functional teamwork for successful VMI program delivery.
- Employed data analytics to identify cost-saving opportunities, ensured VMI compliance, and produced regular inventory and sales reports.
- Pioneered the establishment of seamless communication between customer ERPs and the supplier's VMI system, overseeing project management and execution.

11/2019 – 02/2023 São Mamede de Infesta, Portugal

#### PURCHASER ANDREIA PROFESSIONAL

- Developed demand forecasting models using historical data and market trends for precise product requirement predictions.
- Implemented inventory control tools to enhance stock management efficiency.
- Analyzed purchasing needs, determined product quantities, and specifications to meet demand, placing cost-effective orders with suppliers.
- Negotiated favorable terms with suppliers, validated invoices, and ensured agreement compliance.
- Oversaw international import transportation for timely deliveries.
- Served as Project Manager for Vendor Managed Inventory (VMI) initiative.

02/2019 – 11/2019 Paredes, Portugal

#### OPERATIONS MANAGER SIXT - RENT A CAR

- Managed fleet operations, overseeing repair budgets, cost estimates validation, and repair expenses for cost-effectiveness.
- Conducted supplier negotiations and defined/implemented procedures and methodologies.

03/2018 – 07/2018 Penafiel, Portugal

#### INTERNSHIP RECAUCHUTAGEM NORTENHA SA

- Conducted Time and Methods Analysis to enhance production efficiency and identify optimization opportunities.
- Implemented Lean methodologies, streamlining manufacturing processes, and reducing waste.
- Contributed to the optimization of retreaded tire manufacturing, with a primary focus on improving quality and productivity.

06/2012 – CURRENT Vila do Conde, Portugal

#### FREELANCER AUDIO-VISUAL TECHNICIAN DECIBEL LDA

- Led the setup of audiovisual events, including programming and assembly of LED screens, as a team leader.

## ● EDUCATION AND TRAINING

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01/2020 – 06/2020 Porto, Portugal

**POST-GRADUATE DEGREE IN INDUSTRIAL MANAGEMENT** Instituto Superior de Engenharia do Porto

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Production management, logistics management, quality management, operations management, technology and information systems management, and computer-aided production management.

09/2013 – 11/2018 Porto, Portugal

**BACHELOR'S DEGREE IN INSTRUMENTATION AND METROLOGY ENGINEERING** Instituto Superior de Engenharia do Porto

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Technical measurements, calibrations, and equipment maintenance, managing quality processes, and supporting the development of new products.

**Field of study** Engineering, manufacturing and construction

## ● LANGUAGE SKILLS

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Mother tongue(s): **PORTUGUÊS**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
<b>ENGLISH</b>	C2	C2	C1	C1	C1

*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

## ● DIGITAL SKILLS

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Microsoft Office (Outlook, Excel, Word, PowerPoint) | Excel - Proficient User (Macros, VBA - Medium User) | SQL and MS-SQL | RPA | PHC CS | Python Language - Basic knowledge | Power BI & Power Query | Power Apps, Power Automate, Power Flow, Power BI

## ● ADDITIONAL INFORMATION

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### DRIVING LICENCE

**Driving Licence:** B

### ORGANISATIONAL SKILLS

#### Skills

- Sense of responsibility, coordination, and organization.
- Leadership ability and teamwork skills.

### WORK-RELATED SKILLS:

#### Work-related skills:

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- Project management.
  - SQL and VBA knowledge.
  - Knowledge in data analysis and decision-making.
  - Experience in supply chain planning and optimization.
  - Negotiation skills and vendor/supplier contract management.
  - Competence in process improvement and efficiency enhancement.
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