***Objective:*** To join a multi-national company, in an entry-level position in the field of Engineering to be able to acquire experience for my professional growth and advancement.

**SUMMARY OF QUALIFICATIONS**:

* Experienced working in fast-paced environment demanding strong technical, organizational and interpersonal skills
* Detail oriented and resourceful in completing projects.
* Strong work ethics and willingness to work hard to achieve employer objectives
* Speaks, writes and reads fluent English

**PERSONAL INFORMATION**:

Birthday : June 21, 1978

Age : 34

Sex : Male

Civil Status : Married

Height : 5’10

Weight : 160 lbs.

Citizenship : Filipino

**EDUCATIONAL ATTAINMENT**:

COLLEGE : Lyceum Northwestern

Philippines

*Course:* Bachelor of Science in Civil Engineering

SECONDARY : Mother Shepherd School

Philippines

(1990 – 1994)

PRIMARY : Mary Cause of our Joy Catholic School

Philippines

(1984 – 1990)

**SPECIAL SKILLS**:

* Field Work
* Proficient in Microsoft Applications, AutoCAD and Internet.
* Solution-oriented with excellent communication skills.
* Drives Light Vehicles

**PROFESSIONAL EXPERIENCE**:

Company Name : **A.M. PITPITAN ENGINEERING**

**DESIGN – ENGINEERS - CONSULTANTS**

Philippines

Position Held : **MEP Coordinator**

Duration : **July 18, 2009 till date**

**Duties & Responsibilities:**

* Review then monitors actual progress at site against the targeted dates on the latest approved MEP Program.
* Schedule the Drawings & Material submissions so that to ensure all the approvals/deliveries will be achieved in advance enough prior to the progress of the respective activities.
* Ensure that all Shop Drawings are well coordinated with MEP services and with the Architectural / Structural Drawings.
* Feedback the QS Department about any Time and/or Cost implications caused by the Consultant or due to Sub-Contractors’ lack of progress.
* Ensure that all IN/OUT communications and instructions issued from Client / Consultant are informed to the relevant Sub-Contractors through the proper channels.
* Oversee the progress from all aspects to ensure completion on time. Alert the Management about any expected delay and point out the reasons.
* Ensure that all Sub-Contractors are carrying out their Scope of Work as per the awarded Contract. Issue contractual letters whenever lags or deviations from the Scope are noted.
* Conduct regular meetings with Sub-Contractors to maintain close coordination and to mitigate any obstacles that may obstruct or affect the progress at site.
* Make sure that all Builder’s Work Drawings are prepared based on the latest Approved Coordinated services, Architectural and Structural Drawings.
* Follow-up with QA/QC team to expedite the progress of work inspections & approvals.
* Coordinate with Safety Officer in site and help them in implementing Safety Rules and Regulations.
* Inspects and assures that the work being carried out complies with the Material Specifications, Approved Drawings and Method Statements.
* Photograph & Document the condition of the existing property that might be damaged by the work.

Company Name : **Murray & Roberts International Ltd.,**

**Kingdom of Bahrain.**

Project : **Salam Resort Bahrain.**

Position Held : **MEP Coordinator**

Duration : **January 9, 2008 till February 23, 2009**

**Duties & Responsibilities:**

* Coordinate the work of NMR (NASS – Murray & Roberts Joint Venture) with Sub-Contractors (BK Gulf and Mercury) from all aspects.
* Coordination among BKG & Mercury and the other Sub-Contract Packages (i.e.; Kitchens, Water Features, IT, Lifts & Escalators, Finishes...etc.).
* Review then monitors actual progress at site against the targeted dates on the latest approved MEP Program (to be generated by MEP Sub-Contractor in-line with the Main Contractor’s Program).
* Schedule the Drawings & Material submissions so that to ensure all the approvals/deliveries will be achieved in advance enough prior to the progress of the respective activities.
* Ensure that all Shop Drawings of those different packages (i.e.; Kitchens, Water Features, IT, Lifts & Escalators, Finishes...etc.) are well coordinated with MEP services and with the Architectural / Structural Drawings.
* Establish the project construction methodology and sequencing the MEP activities in coordination with other teams to suit the project requirements.
* Systemize and organize the handing-over process among the Sub-Contractors at those interfering / clashing areas.
* Feedback the QS Department about any Time and/or Cost implications caused by the Consultant or due to Sub-Contractors’ lack of progress.
* Ensure that all IN/OUT communications and instructions issued from Client / Consultant are informed to the relevant Sub-Contractors through the proper channels.
* Oversee the progress from all aspects to ensure completion on time. Alert the Management about any expected delay and point out the reasons.
* Ensure that all Sub-Contractors are carrying out their Scope of Work as per the awarded Contract. Issue contractual letters whenever lags or deviations from the Scope are noted.
* Conduct regular meetings with Sub-Contractors to maintain close coordination and to mitigate any obstacles that may obstruct or affect the progress at site.
* Make sure that all Builder’s Work Drawings are prepared based on the latest Approved Coordinated services, Architectural and Structural Drawings.
* Follow-up with QA/QC team to expedite the progress of work inspections & approvals.
* Coordinate with Safety Officer in site and help them in implementing Safety Rules and Regulations.
* Inspects and assures that the work being carried out complies with the Material Specifications, Approved Drawings and Method Statements

Company Name : **TECHNICAL & TRADING ESTABLISHMENT**

**(ESAG Group), UAE**

Division : **Projects**

Position held : **Site Engineer**

Duration : **February 21, 2006 – January 6, 2008**

**Duties & Responsibilities:**

Execution Department:

* Conducts Tool Box Meeting once in a week.
* Ensures that all workers / laborers are given Safety Induction before going to Site for Safety purposes.
* Monitors & Supervise site progress.
* Inspects site conditions prior to start of construction activities.
* Verifies the compatibility of the site with the designed permanent works.
* Checks for obstructions.
* Photograph & Document the condition of the existing property that might be damaged by the work.
* Make sure all the existing Structures, Property, Utilities and Landscaping are properly protected.
* Review materials delivered at site for conformance with approved samples materials and equipment and report finding to the Project Engineer or Project Manager.
* Checks all materials delivered at site are properly stored and report discrepancies to Project Engineer or PM.
* Inspects the construction of the temporary and permanent works to ensure compliance with the Contract Documents and Approved Shop Drawings and Submittals.
* Prepares daily logs and reports.
* Checks all works completed are ready before raising inspection in each and every floor/area.
* Responsible for raising Inspection of completed works before casting and getting approval for the same.
* Maintains records of inspections made, tests performed, and works executed, etc.
* Performs all works in accordance with the Contracts Administration Procedures Manual.

Estimation Department:

* Responsible for taking all the quantities for tender projects as well as awarded / job in hand projects.
* Responsible for sending Inquiries to Suppliers and Vendors
* Filing all the Supplier’s Correspondences.
* Responsible for all the submittals for all the materials as per the Project Specifications.
* Submits all the Quantities taken to Senior Estimation Engineer for Quotation / Final Offer for the Inquiries.

Company Name : **A.M. PITPITAN ENGINEERING**

**DESIGN – ENGINEERS - CONSULTANTS**

Philippines

Position Held : **MEP Supervisor**

Duration : **March 2003 – November 15, 2005**

**Duties and Responsibilities:**

* Supervision / Monitoring of all works regarding the Project.
* Conducts tool box meeting once in a week.
* Reporting to the Project Management Team for coordination.
* Preparing Daily Manpower / Progress Report.
* Responsible for monitoring all the activities at site.
* Coordination between MEP & Civil Works and all other works.
* Ensures that MEP is not the cause of delay for all other works.
* Responsible in ensuring safe workplace environment of the workers.
* Ensures that all workers / labor are given Safety Induction before going to Site for Safety purposes.
* Ensuring that all works are finished on its target date and getting approval for the same.
* Correspondences to Client, Consultant and other Contractors.
* Attending all Coordination Meetings regarding all issues at Site and others.
* Responsible in ensuring safe workplace environment of the workers.
* Responsible for ensuring that all works related to MEP are not being damaged by other works or other Contractors.
* Testing & Commissioning.
* 
* **Gulfjobseeker.com CV No:** **639126**