# **Diana**

[Diana.154958@2freemail.com](mailto:Diana.154958@2freemail.com)

----------Target Job: Full Time / Permanent ----------

**Career Profile / Highlights**

* A seasoned Chemical Engineer having seven (8) years of total experience in different industries such as Manufacturing Plant, Wastewater Treatment Plant and Sewage Water Treatment Plant
* Consistently delivers results, outperforms the competition, boosts brand recognition and strengthen the bottom-line.
* Resilient, transformational and professional for leaving no stone unturned in capturing new opportunities. Sets high standards, optimizes performance, minimizes costs and steers

**Seminars / Trainings Attended**

Wastewater Plant Operation Mar. 23-25, 2015 New Horizon Hotel Mandaluyong, Philippines

Occupational Safety and Health Training for Construction (COSH)

Mar 23-27, 2011

Camelot Hotel

Quezon City, Philippines

REVIT MEP 2014

Sept 8-10, 2014

Stanford IT Learning Makati, Philippines

Subject Matter Expert

IBIDEN Philippines Inc.

Oct.26- Dec 4, 2009

Laguna, Philippines

AutoCAD 2013 (Color Redefining)

April 1-19 2013

Makati, Philippines

Basic Occupational Training

Safety Organization Philippines

June 6-10, 2011

Mandaluyong City

**Projects Handled**

100 MLD Marikina Treatment Plant 16 CMH Wastewater Recycling

(Manila Water Company Inc) (Toshiba Information Equipment)

Marikina Pumping Station 425 GPM Wastewater Recycling Plant

(Manila Water Company Inc) (Amkor Technology Philippines)

Modification and Upgrade of Bonifacio STP (20 MLD)

(Manila Water Company Inc)

**Professional Experiences**

**Project Engineer (PROCUREMENT)**

March 2012 – Present **Veolia-OTV (Philippine Branch)**

**Industry: Water Treatment** (<http://www.otv.fr/fr>)

Makati City, Philippines

* Identification of all requirements in requisition for purchase issued by Design Department.
* Maintain the BOQ with updates from suppliers until after awarding the contract.
* Receiving the price quotations. (competitive quotes)
* Prepares table of comparison
* Prepares Technical Specification submittals for each equipment or materials needed for the project. Thesesubmittals are reviewed by the client subject for their approval.
* Reiterate with designers and suppliers for finalization of quantity and quality.
* Establish delivery terms, time and stages of inspection for the supply with Project Management Team.
* Ensure that all potential suppliers are provided with identical information upon which the quotations are given equal opportunity to meet the desired requirements.
* Negotiate the best payment terms and contract conditions, maintaining high level of integrity.
* Negotiate with suppliers on lead-time, cost and quality so as to obtain the maximum benefit for the company.
* Interviews supplier representatives regarding specifications, costs, inspection, and similar problems relating to parts and equipment.
* Keep accurate records to justify the process and any other related decisions made in this regard
* Issuance of Purchase order.
* Tracking and expediting of Shipment.
* Handle Delivery and inspection of items.
* Storage and handling on site, prior to use, during installation and commissioning and closure of any surplus/defective materials after the completion of the project.
* Client acceptance/rejection, warranties and other related follow up matters with the supplier until completion of Project.
* Arrange and participate in meetings between suppliers and Company engineers and other personnel to facilitate standardization and economical procurement.

**Project Engineer Matten Technologies INC**

January 2011 – February 2012 (<http://www.matten-technologies.com/>)

Laguna, Philippines

* Design and Construction of Water Treatment System (Waste Water Treatment, Pure Water Treatment, Reverse Osmosis, Ultra Filtration, Waste Water Recycling)
* Monitors the progress of the project, updates Gantt Chart
* Supervision of Plant Execution such as installation of tanks and equipment, interconnecting of pipes and fittings, etc.
* Supervision of the daily operation of the Wastewater Treatment Plant
* Testing and Commissioning of the System
* Collect water samples and performs water analysis for the wastewater facilities
* In-charge in doing the Training Presentation
* In-charge in doing the Operations Manual for the project
* Acts as Safety Engineer for the Project (with BOSH and COSH Training).

**Wastewater Engineer IBIDEN PHILIPPINES INC.**

July 2009 – January 2011 (<http://www.ibiden.com>)

Laguna, Philippines

* Ensures available manpower for each shift
* Checks all parameters/data in check sheet or control charts for any abnormalities are within specs and if not, informs immediately to immediate superior
* Ensures that calibration activities are implemented as scheduled
* Ensures that flowrate testing/ maintenance activities are implemented as scheduled
* Checks daily checksheets for any abnormalities
* Trains newly hired operators in technical/system standards
* Delegates daily schedule of activities for the group
* Schedule group for AMP activity and ensures it is implemented
* Reports daily regarding output of the group
* Observes trends of parameters (pH, etc.)
* Ensures that all standards are implemented
* Ensures safety at workplace
* Makes RFC’s and work instruction for system operations
* Conducts patrol daily to check any abnormality in the area and makes summary of patrol conducted for submission to SV
* Supervisors are auditees of all audits (Safety, 3S/3K, Envi-patrol, IQA, etc.)
* Aligns all activities and schedules on the groups’ semi-annual objectives and targets
* Makes summary if AMP activities done by the group and checks status of completion for the malfunction generated per group
* Supervision of the group to attain targets/objectives delegated by the SV
* Makes analysis of the trouble/abnormality that occurred
* Makes corrective/preventive actions for the trouble/ abnormalities that were encountered
* Checks IUMS for overview of trend of system
* Provides weekly/monthly report in case SV is not available to report for work

**Laboratory Analyst National Power Corporation**

February 2008 – August 2008 (<http://www.napocor.gov.ph/>)

Quezon City, Philippines

* Testing of steam and cooling water samples
* Testing the impurities of steam (Silica, Iron, Sodium)
* Monitoring the pH level of steam and cooling water

**Educational Background**

### Tertiary: Bachelor of Science in Chemical Engineering 2009

Mapua Institute of Technology (<http://www.mapua.edu.ph/>)

### Intramuros, Manila, Philippines

**Personal Profile**

Nickname : Dianne

Nationality : Filipino

Language : English and Filipino