Dear Hiring Manager,

Good day!

I would like to apply for the advertised post of Civil Engineer and I believe that my experience, skills and qualifications are an ideal match to the job’s requirement.

The enclosed CV demonstrates my significant experience in overseeing a wide range of civil engineering projects. I can plan and oversee construction effectively. In addition, the projects that I have undertaken have honed my skills in building strong working relationships with clients, consultants, and inspectors, giving instruction to building workers and ensuring a quality process. I am able to oversee the design of new projects as well as review and improve existing structures.

I would welcome the opportunity to tell you how my skills and experience would be an asset to your organization and am available for interview at any time.

Thank you and more power!

Yours sincerely,

**ENGR.**

Able to work independently and as a cooperative leader and group member. Self-motivated and focused.

Efficient, responsible and goal-oriented individual seeking a position where excellent analytical and technical skills can be utilized to improve the company’s profitability.

**PROFESSIONAL CERTIFICATION**

**Civil Engineer Board Passer December 15, 2014**

**PRC No: 0134088**

**EDUCATION**

University of Luzon 2009-2014

Bachelor of Science in Civil Engineering

Philippine Military Academy April 2010 –September 2010

Fourth Class Cadet

SALUTATORIAN 2005 – 2009

Coloscaoayan National High School

**STRENGTH/SKILLS**

Efficient in AUTOCAD. Computer Applications such as MS Word, Excel, PowerPoint, Internet.

With good oral and written communication skills. Fast-learner, dynamic team-player, highly inquisitive, creative and resourceful, and can work with minimum supervision and/or under pressure.

Possess strong analytical and problem solving skills, with the ability to make well thought out decisions.

**WORK BACKGROUND**

**I.** Name of Company : CM Pancho Construction INC.

Position : Field Office Engineer/ Quantity Engineer

Date Employed : August 2015 – March 2016

**PROJECTS:**

Tarlac-Pangasinan-La Union Expressway PROJECT SECTION 3A

BINALONAN TOLL PLAZA

**JOB DESCRIPTION:**

* Organizes and monitor the quality of embankment materials in main alignment/ trunkline of the right of way.
* Review and process construction for project design submittals and ensure forms as per existing standards.
* Inspect work sites, monitor project schedule and check project plans to verify authenticity of office plans.
* Prepares estimation of structures quantity of materials for structures and drainages.

II. Name of Company : Jumel Construction Corporation (JCC)

Position : Site Engineer

Date Employed : January 2015 – August 2015

**PROJECTS:**

URDANETA / TOMANA TOLL PLAZA (TPLEX-PROJECT)

CARMEN TOLL PLAZA (TPLEX-PROJECT)

**JOB DESCRIPTION:**

* Organizes and manages project, ensures project deliverables are on time and within optimum satisfaction per contract.
* Ensures that strategic project management is being implemented so as to deliver the committed quality of service to the client and optimum project profitability to the company
* Prepares estimation of materials for structural canopy
* Involved in materials specification design and logistics planning.

III. Name of Company : City Engineer’s Office

Department of Public Works and Highways

Position : Intern

Date Employed : December 2013-2014

**SEMINARS ATTENDED**

Estimates, Primavera 6, Etabs 9.6 and STAAD October 2013

Seminar and workshop

CDS/EziCAD March 2013

Civil Design & Surveying (CAE) Software

BURNHAM TECH

**First Name of Application CV No:** **1671456**

Whatsapp Mobile: +971504753686

