

**Jasmin , UAP, AA + ADP**

**Jasmine.353896@2freemail.com**

**EDUCATION**



**Bachelor of Science** (Architecture)–University of the Philippines in Mindanao (UP Mindanao),Davao City, Philippines, 2006

**RESEARCH AREAS**



* Building design and theories
* Site Planning
* Urban Planning and Design
* Landscape Planning and Design
* Landscape Management

**EMPLOYMENT HISTORY**



**September 2007 to January 2017: Architect, (Planning and Design Unit), Davao City Water District (DCWD), Davao City, Philippines**

This company is one of the biggest water utility in the country and the main service is basic water delivery to the public and private agencies and individuals in Davao City. Most of the projects includes site developments of the DCWD properties, collection centers, building improvements and renovations, water storage, pumping facilities and pipelaying of mainlines throughout the city.

***My Duties and Responsibilities are:***

* Prepare detailed plans of the proposed infrastructure water facilities projects such as water storage or tanks, production wells, control houses, pipe laying of transmission/distribution lines, mainline improvements and extensions projects and site development plans of various projects.
* Confer with clients, engineers, and building architects to understand a project 

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* Prepare detailed plans of the new buildings and sub-offices and renovations of the existing structures of the DCWD properties.
* Perform field survey investigation and data gathering for any proposed water supply system expansion and development.
* Prepare preliminary material specifications and documents needed for the implementation of the projects.



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* Coordinate the arrangement of existing and proposed land features and structures 

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* Inspect landscape work to ensure that it adheres to original plans
* Prepare schematics, preliminary engineering studies and concepts, comparative reports, and technical evaluation papers relative to water supply system applications.
* Conduct research works regarding infrastructure of water supply system.
* Responsible for the preparation of shop drawings.
* Establishing general landscape requirements with clients;
* Assessing a site's potential to meet the client's specifications;
* Accurately preparing and presenting detailed plans and working drawings, including applications, construction details and specifications for the project using computer-aided design (CAD) packages or similar design software;
* Matching the client's wishes with your knowledge of what will work best;
* Contacting and coordinating manufacturers and suppliers;
* Making site visits;
* Ensuring deadlines are met;
* Liaising with other allied professionals for the other requirements needed for the project;
* Monitoring and checking work on-site (on large projects, landscape managers may do this type of supervisory work);
* Reviewing the designs and drawings of the draftsman.
* Authorizing payment once work has been satisfactorily completed.

**May 2006 to July 2007: Architectural Draftsman, Central Mindanao Construction and Multi-Purpose Cooperative (CMCMPC), Kidapawan City, North Cotabato, Philippines**

This company is a Construction company consists of technical individuals such as contractors, architects, civil engineers and the like. Most of the projects are government-based such as school buildings, police stations, public halls, pipelaying of water mainlines, road networks and others.

***My Duties and Responsibilities are:***

* Assist civil engineers in field survey investigation and data gathering for any proposed residential, commercial and institutional buildings.
* Assist civil engineers in preparation of program of works and detailed estimates of the proposed residential, commercial and institutional building projects.
* Prepare as-built plans of the completed various projects.
* Prepare construction plans and designs of residential and commercial buildings.



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* Prepare three dimensional (3D) drawings of residential and commercial buildings.
* Surveying sites.
* Discussing requirements with clients.
* Writing reports.
* Creating plans, designs, drawings and sketches using computer-aided design.
* Assist Designer in presenting proposals to clients for approval and agreeing time-scales.
* Overseeing projects as they progress.
* Liaising with other professional such as Project Architects, Surveyors, Engineers and Town Planners.
* Did research works.

**COMPUTER/SOFTWARE LITERACY**



* MS Excel, MS Word, MS Powerpoint
* Drafting: AutoCAD, MicroStation\*,
* 3D Modelling: Google Sketch Up, 3D Max\*
* CorelDraw\*, Adobe Photoshop\*

*Note: (\*) means with basic knowledge*

**PERSONAL INFORMATION**



Age

Nationality

Civil Status

Date of Birth

Status Visa

Place Issued

Date Issued

Valid Until

: 33

: Filipino

: Married

: February 28, 1983

: Transferable Business Visa with NOC

: Philippines

: February 16, 2016

: February 15, 2021

**AFFILIATION/ACTIVITIES**



Member, United Architects of the Philippines – Davao Chapter (UAP-Davao)

Member, Philippine Green Building Initiative (PGBI)

Member, UP Mindanao Alumni Association (UPMinAA)

Member, UP Mindanao Architecture Alumni Association (UPMinAAA)

Member, UP Omega Alpha Sorority and Fraternity (UPOA)



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**INTERESTS**



* Sports (i.e. Badminton)
* Reading
* Watching movies, concerts, and plays

**REFEREES**



* Available on request



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