**KEVIN**

Email Address: [kevin.366606@2freemail.com](mailto:kevin.366606@2freemail.com)

**OBJECTIVE:**

To obtain a respective position in a company where I can obtain the advancement and fast improvement of my professional career, thereby contributing to the success of the organization.

**CERTIFICATIONS:**

* Registered Electrical Engineer **September 2016**

PRC # 0061419

**WORK EXPERIENCE:**

**ERV Electrical Construction Corporation November 2016 - February 2017**

Villanueva Subd., Palico Imus  
Cavite, Philippines

***Position: Vendor Coordinator / Project Engineer***

Project: MERALCO- Construction and Maintenance, Transmission Lines

**Responsibilities:**

- Acts as the single point of contact of MERALCO with the Contractors

- Ensures acquisition of working permits for Work Orders assigned to Vendor Coordinators

- Assures the EAM work packet and issues to assigned crew

- Updates work order details in EAM based on captured actual data onsite

- Performs material balancing

- Reports daily work accomplishments to Work Order Supervisor

- Responsible for ensuring compliance of crew to MERALCO’s technical and safety standards

- Prepares invoice in ERP for accepted services

- Responsible for Pre-surveying of site and acquiring required information per Work Order

- Prepares the assignment of crew members’ deployments and equipments

**AFFILIATIONS:**

* IIEE, Active Member 2016-Present

**SEMINARS**/**TRAININGS ATTENDED:**

* ***Power System Protection***

*Powerhouse EE Training and Review*

*April 2016*

* ***On The Job Training***

*TARGET Engineering Construction Co.*

*Abu Dhabi, UAE*

*April 2015*

* ***Substation High Voltage Power Equipment***

*Multivector Review and Training Center*

*January 2015*

* ***Calculator Math Techniques***

*Powerhouse EE Training and Review*

*October 2014*

* ***Building Wiring Installation and Industrial Motor Control***

*Powerhouse EE Training and Review*

*September 2014*

**TECHNICAL SKILLS AND COMPETENCIES:**

* Proficient in Internet and MS Office, such as Excel, PowerPoint, Words
* Computer literate
* Intermediate skill in AutoCAD
* With fundamental knowledge in Visual C++ Programming Language
* Possesses good interpersonal and communication skills
* High-stress tolerance and highly committed worker
* Positive attitude towards work and good working relation skills
* Fast learner and dedicated
* Willing to be trained

**EDUCATIONAL ATTAINMENT:**

PRC Licensure Examination for Electrical Engineers  
Board Passer  
Sept. 2-3, 2016

Tertiary                 : Bachelor of Science in Electrical Engineering

New Era University

No. 9 Central Avenue, New Era Quezon City, Philippines

2011- 2016

Secondary         : Philippine National High School

Abu Dhabi, UAE

2008- 2011

New Era National High School

Dasmariñas, Cavite, Philippines

2007- 2008

Primary          : Dasmariñas Elementary School

Dasmariñas, Cavite, Philippines

2001-2007

**PERSONAL DETAILS:**

Date of Birth : June 07, 1995

Age : 21

Height : 5’5’’

Nationality : Filipino

Civil Status : Single

Religion : Iglesia Ni Cristo

**CHARACTER REFERENCES:**

Will be pleased to provide upon request

*I hereby attest that all information above is true.*