| MICHAEL |
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| Al Nahda Sharjah, UAE   Visa Status: Tourist |

[michael.370216@2freemail.com](mailto:michael.370216@2freemail.com)

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| Personal Statement | An adaptable employee seeking an opportunity for AutoCAD Operator/Draftsman position which will utilize my skills in 2D drafting and GIS developed through extensive projects and demanding work place. |
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| Work Experience | **February 1 – July 1, 2016 / October 24, 2016 – January 24, 2017****AutoCAD Operator / Junior Designer****Ericsson Telecommunications Inc.** **Ortigas Pasig City, Philippines**   * Design underground and aerial permit drawing for fiber optic connection. * Survey and identify underground utilities for proposing fiber optic cable underground path. * Measure the distance of existing utilities to the proposed path. * Apply company drawing standards including layers, legends, title blocks etc. * Digitize map of the working area as realistic as possible. * Apply GIS location in AutoCAD. * Locate pole location and include the pole height attachments in the drawing for aerial cabling proposal. * Apply standards in aerial cabling. * Design underground construction drawing. * Properly identify the process and materials to be used. * Manage 20 to 50 drawing files and layouts for easy updating. * Create/edit dynamic blocks. * Work with different drawing scales. * Convert KML and SHP file into cad file.  **March 24, 2014 – April 24, 2015** **Data Entry / Office Assistant / Front Desk****Provincial Administrators Office, Malolos Bulacan, Philippines**  * Indigent and Academic Scholarship Processing. * Encode scholarship candidate’s files in Excel. * Manage 2000 to 3000 candidate’s personal files. * Make sure that the candidates met the requirements. * Make a short list of passers according to their examination grades. * Receive and make a call to clients when needed. * Receive walk in clients and fill them with information they needed. * Assist with any other office works as instructed. * Keep files up to date. |
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| Education | **May 28 – June 11, 2015****Technical Education and Skills Development Authority (TESDA)****Technical Drafting NCII /AutoCAD**  **Malolos Bulacan, Philippines**   * Draft Architectural, mechanical, structural, electrical, plumbing-sanitary Layout and details.  **B.S. Computer Science****LaConsolacion University of the Philippines****2013 – 2014 Last School Year Attended**  * Undergraduate  **Urbiztondo National High School - 2007**  * High School Graduate |
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| Skills | **Skills:**   * 2D and 3D Autodesk AutoCAD 2016 * Autodesk Design Review * ArcGIS, ArcMap * Google Earth * Microsoft Office (Word, PowerPoint, Excel) * Computer hardware/software |