

Felix

Dubai, Dubai

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Civil Engineer

**career Objective**

Seeking a challenging and rewarding suitable position where my experience, education and potentials can be fully utilized towards achievement of organizational goals.

**WorkExperience**

**ENGINEEERING ASSISTANT**

Department of Public Works and Highways

Southroad Properties, Cebu City, Philippines

February 2017 to January 2018

* Assists the Project Engineer in the overall direction and supervision of the field operation
* Ensures that the works being inspected are in accordance with the plans and specifications
* Witnesses critical activities of the project
* Notifies the Project Engineer in case there are deviations from approved plans and specifications
* Conducts and monitors daily activities including weather conditions and maintains a logbook to record such activities
* Prepares and submits statement of work accomplished
* Prepares and submits physical and financial status to the Project Engineer
* Carries out instructions of the Project Engineer

**SITE ENGINEER**

Makati Development Corporation

Mandaue City, Philippines

March 2016 to December 2016

* Supervises the architectural works.
* Ensures that the quality of work is implemented.
* Monitors the accomplishment of work.
* Evaluatesthe accomplished work of subcontractor.
* Conducts quality control of the work of subcontractor.
* Monitors the manpower on site.
* Monitors of the exterior works
* Provides update of the status of the project.
* Prepares weekly report regarding quality issues for weekly meeting.

**SITE ENGINEER / OFFICE ENGINEER**

Megaworld Corporation

Mactan Newtown, Lapu-Lapu City

August 2015 to February 2016

* Ensures that the project can be accomplished with the given schedule.
* Ensures that gondolas are placed for the safety and fast accomplishment of the work.
* Monitors the man-power on site.
* Supervises the exterior finishing works.
* Supervises / Updates the sub-contractor on the schedule of work.
* Evaluates the contractor’s evaluation for billing.
* Prepares / Endorses the billing of the contractor.
* Monitors the daily accomplishment of the work.

**SITE ENGINEER**

First Balfour

Tongonan, Kananga

February 2015 to July 2015

* Plans he project given in terms of scope, milestone and methodology
* Coordinates the work among the assigned trade supervisors to maximize productivity
* Deploys the manpower of area targets
* Reviews operations to promote safety and efficient utilization of labor, plant and materials
* Ensures that the labor force is instructed in procedures which comply with company procedures, method statements and safe working practices. Carry out safety toolbox talks as directed by the safety officer
* Assists in the preparation of works instructions and method statement for works. Gives feedbacks, comments or changes required to the description of activities
* Makes sure that materials are controlled, stored and used to avoid waste.
* Controls that Site Daily Logs (SDL) are prepared as directed
* Monitorsand prepares the weekly and monthly reports for submission to the Project superintendent inputs

relating to the assigned trade on the following:

a. Construction Problems

b. Work Requirement

**On the Job Training**

Capitol

October 2012 to March 2013

Cebu City

* Records the materials used in the field everyday
* Monitors the everyday accomplishment of work

**Education**

Cebu Institute of Technology University2008 **–** 2014

Bachelor’s Degree in Civil Engineering

**Achievements**

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Passed the Philippines Board Examination for Civil Engineers – December, 2014

**Skills**

Suite MS Office

(Excel, Word, Access, PowerPoint)

Auto Cad

**Traits**

Logical thinker / well-disciplined with proven ability to manage multiple assignments efficiently under pressure while meeting tight deadline schedules / detail-oriented and highly analytical / able to deal with all levels of individuals / able to work well with diverse groups as team player / creative and resourceful / works very well independently / comfortable with change / able to convey ideas effectively and persuasively / good written and conversational command of the English language / output-oriented / willing to work overtime

**References**

***Available Upon Request.***