**Curriculum Vitae**

Julie

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**OBJECTIVE:**

            Currently looking for a challenging job in the field of electrical engineering and related disciplined.

**WORK EXPERIENCES:**

**Southern Leyte Electric Cooperative, Inc.      Assistant Sub Station Engineer**

Casao Sub Station November 5, 2006 to December 20, 2007

Philippines

***Job Description:***

* Assisted the sub-station Engineer and sub-station Maintenance Foreman in conducting preventive maintenance to the different equipments in the Power Substation.
* Coordinate with the maintenance Foreman, lineman and crews for possible request for power outs and power supply for a certain feeder.
* Assisted customer queries regarding power installation, power failure and other complaints.

**Southern Leyte State University**                 **Part Time Engineering Instructor**

Main Campus July 10, 2006 to October 15, 2006 Philippines

***Job Description:***

* Teaching Engineering Mathematics and Electrical Engineering subjects as follows:
* Differential Calculus - Rules and Theorems, formulas and principles and its applications.
* Electronics II – Basic Electronics devices, formulas and principles, sample word problems and basic electronic circuits.
* AC/DC Machines – Basic theory, principles and formulas on AC/DC machines, sample problems and some uses.
* Differential Equation – Theorems, formulas and principles and its applications.
* Control System – Rules and theorems on Lap lace transformation, basic control system sample problems.
* Electronics Lab – conducting electronics laboratory based on the Electronic II Lecture subject.

**Southern Leyte State University Engineering Laboratory Aid**

Main Campus, August 15 2005 to March 25, 2006 Philippines

***Job Description:***

* In-charged in all laboratory materials, devices, equipments and other paraphernalia’s.
* Assisted the students in their laboratory projects and experiments.
* Give monthly reports to the laboratory head.

**Southern Leyte Electric Cooperative, Inc.      On the Job Trainee**

Casao Sub Station                          November 2002 to February 2003

Philippines                       and April to May 2000

***Job Description:***

* Trainee under Power Utility Provider in Southern Leyte
* Involved in controlling corrective work maintenance orders, meter reading and related works.

**DE Industrial Inc.                                        On the Job Trainee**

April to May 2000

Philippines

***Job Description:***

* Trainee under Electrical Installation Contractor.
* Assisted the secretary in all office works.

**SKILLS:**

\*Literate on MS Office Applications (Word, Excel, Power Point)

**\*Basic AutoCAD**

**\***Possess good English language communication skills both oral and written

**\***Possess a good background in electrical and electronics circuitry and its basic components

**\*Systematic and organized at work and a good team**

**EDUCATIONAL BACKGROUND**:

**Tertiary**:

**Bachelor of Science in Electrical Engineering** Graduated March 2003

Southern Leyte State University

Formerly Southern Leyte State College of Science and Technology

Philippines

**Secondary**

Southern Leyte State University Graduated March 1998

Formerly Southern Leyte State College of Science and Technology Philippines

**Elementary:**

Sogod Central School                                        Graduated March 1994

Philippines

**PERSONAL DATA:**

Place of Birth :  Philippines 6606

Date of Birth :    September 10, 1981

Age :               26 years old

Sex :                Female

Civil Status :     Single

Weight :           45 kgs.

Height :            5' 4''

Visa Status : Visit Visa

Citizenship :      Filipino

Language Spoken: English, Tagalog, Bisaya