

ENGR. MANUEL DE JESUS, JR.

Legazpi City, Albay Philippines

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Passport No.: P6281958A

**POSITION DESIRED**

QA/QC MANAGER; SR QA/QC ENGINEER QMS INTERNAL AUDITOR;

CAREER OBJECTIVE

To utilize my qualification as a knowledgeable and skilled, certified Civil Engineer in the specialized fields of building, management construction and ISO 9001 auditing. And to provide technical and engineering expertise in development, project management, construction of buildings (residential and non-residential), civil engineering works, and infrastructure projects.

SUMMARY OF QUALIFICATIONS

- A civil engineer with experience in building and management construction.
- Field and Material Testing
- Project engineering
- Material and Administrative engineering
- Site Inspection in accordance with structural & architectural plan project specifications
- Preparation and/or review of contract documents
- Evaluation of bids from Contractors, and preparation of monthly progress report.
- Quality Audits to Subcontractors
- Documents submittals e.g. Material Transmittal & Method Statement for Approval
- Handles Internal Quality Management Systems
- Strengths include leadership skills, excellent analytical and interpersonal skills. Computer skills include MS office - Excel and Word etc.

PROFESSIONAL LICENSE/ CREDENTIALS

CERTIFICATE-CERTIFIED QUALITY MANAGEMENT SYSTEM INTERNAL AUDITOR
CERTIFIED QMS INTERNAL AUDITOR
 QualityAustria Gulf
 Certificate No.: QMSIA/13/10218/QAG
 Doha Qatar



DIPLOMA- CERTIFIED PROFESSIONAL CIVIL ENGINEER
 Philippine Professional Regulation Commission
 P.R.C Registration Number 0108417
 Philippines

AFFILIATIONS**LEED PROJECT TEAM (USGBC LEED)**

Member
 Doha, Qatar

PHILIPPINE INSTITUTE OF CIVIL ENGINEER (PICE)

MAPUA and National Chapter Member
 Manila, Philippines

AMERICAN CONCRETE INSTITUTE (ACI)

Member
 Philippines

PROFESSIONAL EXPERIENCES

SKYE MXXI CONSTRUCTION

Legazpi City, Albay
Dec 01, 2019- Present

Position: General Manager



1. **PROJECT :** PROPOSED CONCRETING OF DREAMLAND TAYSAN ROAD
LOCATION: BRGY. TAYSAN, ALBAY
SUBJECT : (150mm Thk) 120 PCCP
CLIENT : MARCANT CONSTRUCTION & SUPPLY (SUBCONTRACT)
DATE : JUNE 02-29, 2020
2. **PROJECT :** RENOVATION WORKS OF MAYOR'S RESIDENCE
LOCATION: TAGAS, DARAGA ALBAY
SUBJECT : DEMOLITION WORKS (PORTION)/MASONRY/TILING/ROOFING WORKS
CLIENT : JULIET MAYOR DE JESUS
DATE : NOV. 20 – DEC.05, 2020
3. **PROJECT :** PROPOSED 2-STOREY DELA CRUZ' RESIDENCE
LOCATION: BARIW, BACACAY ALBAY
SUBJECT : DESIGN & SUPERVISION WORKS
CLIENT : MR. & MRS. DELA CRUZ
DATE : August 15,2021-February 20,2022
4. **PROJECT :** DE JESUS RESIDENCE
LOCATION: VELASCO SUBD. DARAGA, ALBAY
SUBJECT : MASONRY/FIT-OUT WORKS
CLIENT : MR. & MRS ALICIA DE JESUS
DATE : Jan.10,2022 – Feb.20, 2022
5. **PROJECT :** PROPOSED ALFRESCO/DINING AREA @ CITYHEIGHTS CAFE
LOCATION: ESTANZA, LEGAZPI CITY
SUBJECT : DESIGN & BUILD
CLIENT : CITY HEIGHTS CAFE
DATE : Feb.25,2022- Mar.15,2022
6. **PROJECT :** PROPOSED 3x3 FOODSTALL BRADER J's Dessert House
LOCATION: ESTANZA, LEGAZPI CITY
SUBJECT : DESIGN & SUPERVISION WORKS
CLIENT : BRADER J's DESSERT HOUSE
DATE : Apr.13,2022 – May 07, 2022

HI-TONE CONSTRUCTION AND DEVELOPMENT CORPORATION

Legazpi City, Albay Philippines
January 07, 2021- December 15, 2021

Position: Project Engineer

- PROJECT :** REHABILITATION/CONSTRUCTION OF BASUD RIVER CONTROL
(DOWNSTREAM) OF BASUD BRIDGE
LOCATION: BRGY. LIDONG, STO. DOMINGO ALBAY

PROJECT : REHABILITATION/CONSTRUCTION OF SAN ANTONIO RIVER CONTROL
(UPSTREAM)
LOCATION: BRGY. SAN ANTONIO, STO. DOMINGO, ALBAY

PROJECT : REPAIR/REHABILITATION OF BRGY. BARIW
(354 meters Road/Slope Protection/RCPC w/ Headwall)
LOCATION: BACACAY, ALBAY

PROJECT : REPAIR/REHABILITATION OF NAHAPUNAN ROAD
(354 meters Road/RCPC w/ Headwall)
LOCATION: BACACAY, ALBAY

PROJECT : ROAD OPENING AND ROAD CONCRETING FMR SITIO IRAYA-ALIMSOG
(300 meters Road/Slope Protection/RCPC w/ Headwall)
LOCATION: STO. DOMINGO, ALBAY

HARINSA QATAR/ECISA INTERNATIONAL GROUP

Doha, State of Qatar
March 01, 2015- June 14, 2019
Position: QA/QC Manager



Projects: **WALDORF ASTORIA HOTELS & RESORTS (Full-time)**
JW MARRIOT HOTEL TOWER (Support)

Scope of Work: Harinsa Qatar/ECISA International Group was hired as the Main Contractor of for Construction of Waldorf Astoria Tower, (Civil, Structural, Architectural and MEP). These includes excavation, installation of RC precast walls and in-situ structures, installation of Mechanical/Plumbing/ Electrical systems, start-up and commissioning of all MEP equipments, external works, landscaping, roads and parking area.

Duties and Responsibilities:

- Responsible for the control operation and administration of their department activities, implementation of the Quality System within their areas of responsibilities, ensuring the preparation of Department Quality Manuals and their distribution as necessary,
- preparing procedures/instructions as necessary to control the works under their responsibility, approving documents in accordance with the authorities delegated to them by the management.
- Assures consistent quality of product by developing and enforcing effective quality management systems, validating processes; providing documentation, managing staff.
- Directs, through QC supervisor, workers engaged in inspection and testing activities to ensure continuous control over and quality materials, components and assemblies. Plans, coordinates, and directs quality control program designed to ensure continuous production of products consistent with engineering designs and specifications. Develops and analyzes statistical data and product specifications to assure quality and reliability of finished product.

- Accomplishes quality assurance objectives by recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining QC supervisor and inspectors. Communicating, preparing and completing action plans; implementing quality standards, sourcing, customer-facing; identifying and resolving problems; completing audits; determining system improvements; implementing change.
- Achieves quality assurance objectives by contributing information and analysis of manufacturing and inspection processes, preparing and completing action plans, implementing quality standards, identifying and resolving problems, completing audits, determining system improvements and implementing change.
- Develops quality assurance plans by identifying critical control points and preventive measures; establishing critical limits, monitoring procedures, corrective actions, and verification procedures; monitoring inventories.
- Validates quality processes by working with Product Engineering to establish component and assembly specifications and quality attributes and updating quality CV-assurance procedures.
- Maintains and improves component and assembly quality by completing audits, investigating internal and external customer complaints, working with other members of management to develop product and engineering design improvements and manufacturing and inspection methods.
- Prepares quality documentation and reports by collecting, analyzing and summarizing information and trends including failed processes, stability studies, parts rejects, corrective actions and re-validations. Updates job knowledge by studying trends in and developments in quality management

HARINSA QATAR/ECISA INTERNATIONAL GROUP

Doha, State of Qatar

June 20, 2013-February 28, 2015

Position: QA/QC Manager



Projects: MEEZA DATA CENTER MV-2 Project

Scope of Work: Harinsa Qatar/ECISA International Group was hired as the Main Contractor of QATAR FOUNDATION for Construction of MEEZA Data Center MV-2 Project, (Civil, Structural, Architectural and MEP). These includes excavation, installation of RC precast walls and in-situ structures, installation of Mechanical/Plumbing/Electrical systems, start-up and commissioning of all MEP equipments, external works, landscaping, roads and parking area.

HARINSA QATAR/ECISA INTERNATIONAL GROUP

Doha, State of Qatar

June 12, 2011 – June 20, 2013

Position: QA/QC Engineer



Projects: MEEZA DATA CENTER MV-2 Project

Duties and Responsibilities:

- Follow up on the quality control indicators and performance.
- Decide for the procedures and plans for the applicability and encounter any necessary changes to the methods for correcting cycles.
- Assure the QA/QC Team and Execution team are abiding by the approved Method statements and ITPs.
- Report to the QA/QC Manager.
- Coordinates with the Site Engineer to ensure proper arrangements are taken for the work.

- Obtaining the required signatures on the relevant quality documents.
- Signing the Check Lists after assuring the inspections are complete and all corrections are in its place.
- Preparing submittal logs for construction projects based on project drawings and specifications.
- Accountable for receiving approved submittals from client representative/consultant and notifying the Construction Department of potential schedule impact.
- Site inspection/Monitoring of works in accordance with the plan & specifications.
- Preparation of Material Submittals & Method Statement for Approval of the Consultant.
- Schedule all required meetings with subcontractors & suppliers.
- Initiates testing & inspection as per required in the project specification.
- Coordinates with the works of each department including with the electro-mechanical department.
- Issuance of Non-Conformance Notice to Subcontractors
- Maintain Log for all inspection/testing of materials
- Coordinates with the Site Engineer to ensure proper arrangements are taken for the work and obtaining the required signatures on the relevant quality documents.
- Report non-conformances and follow-up corrective actions to Construction Department for closure of NCR's.

WBB SYSTEMS PHIL., INC.

Manila, Philippines

October 6, 2010 – June 7, 2011

Position: Project Engineer

Projects: SLOPE PROTECTION WORKS OF NGCP TOWER LINE (SYSTEM: DRILLING/SOIL NAILING/GROUND ANCHORING/SHOTCRETING)

Scope of Works: WBB SYSTEMS PHIL., INC. was hired by NGCP (National Grid Corporation) as the main contractor for rehabilitation of their tower lines through the company's system for slope protection works such as drilling/soil nailing/ground anchoring/shotcreting.

Duties and Responsibilities:

- Preparing complete, accurate and timely submittal logs for construction projects based on project drawings and specifications.
- Accountable for receiving approved submittals from client representative/consultant and notifying the project foreman of potential schedule impact.
- Assist Project Manager by preparing all necessary back up relating to change requests.
- Responsible for timely completion of all required project close-out documents per contract.
- Distribute final requirement documentation to subcontractors and bookkeeper.
- Schedule all required construction meetings with required personnel, subcontractors, and owners representative.
- Take accurate and complete meeting minutes and distribute timely
- Solicit subcontractors and suppliers for proposal prior to proposal submission time.
- Prepare correspondence with Owner representative, Subcontractors, Suppliers, etc. Examples of referenced correspondence include, but not confined to the following items: Schedule of Values, project schedule, memos, request for information, transmittals and submittals.
- During Construction Phase, proactively manage project to achieve quality, schedule, budget and safety. Utilize and maintain tools: schedule and document management to track and record project performance.
- Maintain customer (Owner, Subcontractor, and Supplier) relations and conduct project meetings. Ensure prompt payment from Owner and payment to Subcontractor and Suppliers occurs according to percentage complete timely upon receipt from Owner.

- Document quality and progress of each Subcontractor and Suppliers. Update Subcontractors and Suppliers of any changes to the plans, specifications and/or schedule.
- Inform management of productivity, costs, quality control, document management and processing of applications for payment. Notify management of any issues that arise which affects quality, budget, progress and safety.
- Monitor staffing needs, evaluate performance, and address employee relation issues as warranted for staff.
- Prepare daily activity log book record.
- Monitor inclement weather conditions

SKYE M BUILDERS

Legazpi City, Philippines

December 2009 – September 26, 2010

Position: Project Engineer/Project Supervisor

**Projects: A) REPAIR AND REHABILITATION OF CUMMON-INARADO-PENAFRANCIA ROAD
(STRUCTURE EXCAVATION, PCCP (0.20M THK) & LINE CANAL)
JULY 06-SEPT. 26, 2010**

**B) ROAD OPENING OF FMR CULLAT-BONGALON-KIDACO ROAD
(STRUCTURE EXCAVATION, EMBANKMENT, PCCP(0.15M THK) & GROUTED RIPRAP
MARCH 20-MAY 21, 2010**

**C) CONCRETING OF TAGAYTAY ROAD PCCP (0.20M THK) & CONSTRUCTION OF LINE CANAL & SLOPE
PROTECTION
DECEMBER – MARCH 06, 2010**

Duties and Responsibilities:

- During Construction Phase, proactively manage project to achieve quality, schedule, budget and safety. Utilize and maintain tools: schedule and document management to track and record project performance.
- Maintain customer (Owner, Subcontractor, and Supplier) relations and conduct project meetings. Ensure prompt payment from Owner and payment to Subcontractor and Suppliers occurs according to percentage complete timely upon receipt from Owner.
- Document quality and progress of each Subcontractor and Suppliers. Update Subcontractors and Suppliers of any changes to the plans, specifications and/or schedule.
- Inform management of productivity, costs, quality control, document management and processing of applications for payment. Notify management of any issues that arise which affects quality, budget, progress and safety.
- Monitor staffing needs, evaluate performance, and address employee relation issues as warranted for staff.
- Prepare daily activity log book record.
- Over-all in-charge & full time supervision of construction works

D.A. ABCEDE & ASSOCIATES Construction Project Managers

Metro Manila, Philippines

July 11, 2007 – January 17, 2009

Position: Civil Engineer/Site Inspector**Projects: A) CONSTRUCTION OF SM CITY BALIWAG****(Jan.03, 2008-Jan. 17,2009)****B) SM CITY NORTH EDSA REDEVELOPMENT (ANNEX1 & SKY GARDEN)****(July 11, 2007-January 3, 2008)**

Scope of Work: D.A. ABCEDE & ASSOCIATES was hired as the Construction Managers of SM PRIME HOLDINGS (Client)for Construction of SM City Supermalls, to supervise and manage the construction according to the design and project requirements.

Duties and Responsibilities:

- Site Inspection and Monitoring of the on-going development of construction.
- Preparation/Evaluation of billing of Contractor per accomplishment.
- Preparation/Evaluation of billing of Suppliers for the delivery made.
- Evaluation of Owner-furnished materials delivered.
- Evaluation of Weekly Work Accomplishment.
- Preparation of Evaluation of Bids/Proposals
- Coordination with bidders for pre-bid and bidding.
- Monitoring of Punchlisting Works.
- Preparation of minutes of meeting and agenda.
- Attends weekly technical meetings.
- Preparation of monthly progress report.
- Concreting Works
- Post-Tension Works
 - Inspection and monitoring of stressing activities
 - Issue notice and witness testing of tendons
 - Documentation and preparation of reports e.i. monitoring chart (weekly and monthly), accomplishment status and test results
- Material Testing
 - Rebars
 - Concrete Cylinder Samples
 - Field Density Test
- Estimates/Review of Plans
- Engineer-in-charge @ Site Development Works
- Engineer-in-charge in Aluminum Composite Panel Works(ACP) & Masonry Works
- Over-all Engineer-in-charge @ Site
- Overall coordination with the General Contractor such as scheduling, witness testing, preparation and filing FDT reports

ALRO CONSTRUCTION AND DEVELOPMENT CORPORATION

Legazpi City, Philippines

January 2006 – February 2007

Position: Site Coordinator**Duties and Responsibilities:**

- Monitoring of various projects.
- Material testing, ensures that all materials to be used is standard and as of planned.
- Coordination of structural/architectural drawings.
- Preparation of actual accomplishment reports of various projects

TRAINING AND SEMINARS

<u>Effective Construction Project Quality Assurance & Control Management</u> Manila, Philippines	-Aug. 11, 2022
<u>Financial & Operations Management in Construction Industry</u> Manila, Philippines	- Aug. 04, 2022
<u>Settlement & Stability Analysis of Foundation Structures</u> Manila, Philippines	-June 28, 2022
<u>Detailed Design Procedures for Quay Structures</u> Manila, Philippines	-May 17, 2022
<u>Effective Construction Project Planning & Management</u> Manila, Philippines	-May. 12, 2022
<u>Crack Analysis, Repair & Control in Mass Concrete</u> Manila, Philippines	-May. 10, 2022
<u>Slope Stability Analysis of Embankment & Dams</u> Manila, Philippines	-Apr. 19, 2022
<u>E-learning Course "Understanding review ISO 9001: 2015"</u> Doha, State of Qatar	-Aug. 30, 2016
<u>Non –Conformance Control</u> Doha, State of Qatar	-Aug. 28, 2016
<u>Project Quality Plan (PQP) Content</u> Doha, State of Qatar	-Sept. 16, 2012
<u>Waterproofing/Ballast Laying Good Practice</u> Doha, State of Qatar	-Jan. 30, 2013
<u>Quality Management System</u> Doha, State of Qatar	- Sept.1-16, 2012
<u>Construction Management</u>	- June 3, 2004
<u>Practical Guideline for Investigation, Repair and Strengthening of Cracked Structures</u>	- September 17, 2004
<u>Rubric for Student Evaluation</u>	- August 2005
<u>Re-[e]Duc-Tion: Revolution-Education-Production</u>	- August 18, 2004

AWARDS AND APPRECIATION

- **Consistent Honor Student** (1991-1997)
- **3rd Placer**, NEAT EXAM (1996)
- **Loyalty Award** (1997)
- **Gold Medalist**, KUNTAW Karate Club (1992)
- **Athlete of the Year** (1998)
- **2 Times Most Valuable Player (MVP)**, AUL-SOHS Inter-High School Basketball Tournament (1999-2001)

PERSONAL DETAIL

Date of Birth : November 19, 1982
Place of Birth : Legazpi City, Philippines
Religion : Roman Catholic
Marital Status : Single
Gender : Male
Nationality : Filipino
Language : English, Tagalog and Bicol
Weight : 62 Kgs.
Height : 5' 6"
Home Address : Velasco Subd. Jasmin St.
Daraga Albay, Philippines

EDUCATIONAL ATTAINMENT**GRADUATE:****CERTIFIED PROFESSIONAL CIVIL ENGINEER**

Philippine Regulatory Commission
Manila, Philippines
May 2007

**DIPLOMA BACHELOR OF SCIENCE IN CIVIL ENGINEERING**

Mapua Institute of Technology
Manila, Philippines
2001-2005

**SECONDARY:****AQUINAS UNIVERSITY SCIENCE ORIENTED HIGH SCHOOL**

Legazpi City, Philippines
1997-2001

**ELEMENTARY:****SUNSHINE INTERNATIONAL SCHOOL**

Daraga, Albay Philippines
1991-1997

REFERENCES**MR. SANTIAGO ISAAC JR.**

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Louis Berger Group Inc.
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I hereby declared that the above information is true and correct to the best of my knowledge and belief

Engr. Manuel de Jesus, Jr.