



# SAJID O. CERDEÑA

## **POSITION APPLYING FOR:**

**AUTOCAD DRAFTSMAN/OPERATOR/TECHNICIAN**

## **WORK EXPERIENCES:**

### **INTERIOR DESIGN DRAFTSMAN**

June 1 to August 31, 2023 (Contractual)

RF Design

Lusail, Qatar

### **DUTIES AND RESPONSIBILITIES:**

- Conducted on-site measurements and survey plans for dimension's verifications prior for the preparation of the design;
- Prepared the plans, elevations and other details in Autocad as per site measurements;
- Made interior design in 3D visualization using Autocad, 3D's Max, Homestyler and other 3D applications.

### **AUTOCAD OPERATOR/DRAFTSMAN**

June 1, 2010 to February 28, 2023

Ceramica - Mafco Tiles & Ceramics

Doha, Qatar


### **DUTIES AND RESPONSIBILITIES:**


- Organized and kept all important files (Autocad and other files) coming from our valuable clients;
- Reviewed engineering and architectural plans and determined all tiling, flooring and cladding works (ceramics and marble works) stated in the plan;
- Verified plan dimensions by taking on-site measurements prior to the preparation of the final plans and designs;
- Made modifications of the plans as per site measurements;
- Made and modified plans as per approval of the clients;
- Made fitting-out plans for furnitures, sanitary wares/fixtures, decorations, and others;
- Made plans and designs (plans, elevations & sections) both for 2D & 3D with complete details for the following ceramics and marble works:

#### **Ceramics Works:**

- ❖ Plan and design for floor and wall tiling using tiles materials from known manufacturers for the following:
  - Bathrooms
  - Handwash & toilets
  - Kitchens
  - Bedrooms and other rooms
  - Swimming pool
  - Landscape

Address: Al Sadd, Doha, Qatar

 +974 66544113

 [sajidcerdena@yahoo.com](mailto:sajidcerdena@yahoo.com)

Nationality: Filipino

Profession: Agricultural Engineer

## **PROFESSIONAL SUMMARY:**

Detail-oriented and skilled Autocad Draftsman with 15 years of experience in planning and designing both in Architectural and Engineering environment. Knowledgeable and ability to create 2D & 3D plans and designs with full details and specifications using AutoCad, 3D Studio Max and other Building Information Modelling (BIM) applications.

## **PROFESSIONAL OBJECTIVE:**

To contribute in a meaningful way to the success of an organization, through the application of my skills, leadership, teamwork, personal motivation, and eagerness to learn more in developing the highest standard possible.

## **EDUCATION:**

Course: Bachelor of Science in  
Agricultural Engineering

Inclusive Dates: 1990 to 1995

School: Bicol University College  
of Agriculture and Forestry

Address: Guinobatan, Albay,  
Philippines

## **PROFESSION:**

Agricultural Engineer

## **AUTODESK TRAINING COURSE:**

Course Name:

REVIT ARCHITECTURE 2020  
(Revit Architectural Essentials  
2020)

Training Center: KEACADD BIM  
& CAD CONSULTANCY  
(Autodesk Authorized Training  
Center) – Doha, Qatar

## **SPECIAL SKILLS:**

- Manual & Autocad  
Drawing/drafting
- 3D Proficiency
  - Autocad
  - 3D Studio Max
  - Sketchup
  - Revit (beginner)
  - Solidworks (beginner)
  - Homestyler
  - Photoshop
- Building wiring
- Cost estimates
- Computer proficiency  
(Windows, MS Word,  
Excel & Powerpoint, etc.)
- Graphic design
- Driving (with Qatar  
Driving license)

## **Marble Works:**

- ❖ Plan and design for flooring and wall tiling which includes;
    - Waterjet, border & skirting design
    - Selection of marble to be used
    - Determining the cost-effective sizes of marble cuttings (with respect to the size of marble slab), to avoid extra wastage;
  - ❖ Marble cladding for columns and pedestals;
  - ❖ Plan and design for marble vanities and countertops;
  - ❖ Plan and design for marble staircases;
  - ❖ Plan and design for marble cladding for fountains.
- 
- Determined/Calculated the required quantity of each materials used;
  - Prepared the cutting lists to be submitted to the marble cutting department;
  - Prepared the BOQ of items and materials to be submitted to the Sales Department for the issuance of quotation to clients; and
  - Plotted and managed production of multiple shop drawings in scale with complete details.

## **AUTOCAD OPERATOR/DRAFTSMAN (ON-SITE WORKS)**

April 20, 2009 to April 30, 2010

Al Safeer Marble

Doha, Qatar

## **DUTIES AND RESPONSIBILITIES:**

- Reviewed engineering and architectural plans and determined all marble works stated in the plan;
- Verified plan dimensions by taking on-site measurements;
- Made plans and designs, and prepared shop drawings for marble layouts with complete details such as:
  - Marble flooring (which includes waterjet design & borders)
  - Marble wall tiling and column cladding.
  - Marble vanities, countertops, and staircase.
- Determined/Calculated the required quantity of marble materials used;
- Prepared the plan and cutting list, and coordinated with other company for cutting works by providing them the complete details of the plan;
- Initiated and implemented the plan, and made instructions to workers prior to the fixing and installation of marble;
- Managed inventory and supply of marble materials from time to time;
- Inspected and checked the accuracy of the work done;
- Coordinated with project manager and other involved in the project regarding the workplan and other matters related to the project;
- Plotted and managed production of multiple shop drawings; and
- Performed other project-related tasks.

**AUTOCAD OPERATOR/DRAFTSMAN**

October 1, 2007 to March 31, 2009

White Horse Décor

Al Qusais, Dubai, United Arab Emirates

**DUTIES AND RESPONSIBILITIES:**

- Made plans and designs for flooring, wall cladding, furniture, ceiling, lighting, electrical and other interior layouts;
- Prepared the drawings in detailed which includes plans, sections and elevations for each of the layouts;
- Prepared drawings for furniture fit-outs, such as cabinets, wardrobes, sofas, tables, chairs, doors, wall units, and TV units both in 2D and 3D drawings;
- Edited and revised architectural/engineering plans with regards to interior design;
- Plotted and managed production of multiple drawings;

**PROCESSING PLANT SUPERVISOR**

January 3, 2003 to July 15, 2007

Miraya Development Corporation

Guinobatan, Albay, Philippines

**RESEARCH ASSISTANT** (Nov. 2000 to April 2001)

**MARKETING EXECUTIVE** (May 2001 to January 2002)

United Coco Peat Manufacturing, Inc.

Quezon Province, Philippines

**RESEARCH ASSISTANT & PART-TIME INSTRUCTOR** (College Level)

February 1996 to Oct. 2000

Bicol University

College of Agriculture and Forestry

Guinobatan, Albay, Philippines

  
**SAID O. CERDENA**