

RICHELLE T. PASON



POSITION:

AutoCAD Operator /

BIM Modeler

CONTACT

Address:

HBG Bldg. No. 33 Al Sadd St. Doha
Qatar

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SKILLS

Revit Architecture

Computer Aided Design (CAD)

Sketch-up 3D Modeling

V-ray Rendering

Adobe Photoshop Editing

Interior Designing

All MS Office

PERSONAL INFORMATION

Date of Birth: January 26, 1990

Age: 34

Nationality: Filipino

Civil Status: Single

Personal Summary:

I am a highly ambitious, who has a wealth of experience working for a construction company in Philippines and internationally in Doha, Qatar. I am a self-motivated, organized and dedicated professional who is keen to continue to develop my skills. With regards to teamwork, I believe that I am a highly motivated individual who is able to establish and maintain effective working relationships with work colleagues and business clients. In addition, I can work effectively on my own and use my own initiative when required. I fully understand that this profession is demanding. However, after working on projects such as SIDRA Hospital, Workers Hospital & Integrated Health Center, CP08-A-2 Lusail City, Al-Wakrah Stadium, and many others, I believe that I have the skills needed to succeed and become an asset to your company with your future projects here in Qatar.

WORK EXPERIENCE

December 20, 2021-Present

AutoCAD Operator / BIM Modeler **Pro-Designers Consultancy – Qatar**

Building 417, 1st floor Al Amir Street, Zone 43 Al Maamora, Doha Qatar

- To prepare Architectural drawings
- To prepare design proposals, presentations and working drawings for client's approval & for construction.
- To prepare MEP layout for the coordination with Architectural designs.
- To prepare As-built drawings.

July 27, 2019-December 15, 2021

AutoCAD Operator **FBA Engineering & Contracting -Fahad Bin Abdulla Thani Group (Qatar)**

Al Gharafa, Near Doha Bank, P.O.Box 75446

- To prepare working drawings and details including as-built, forecasting, scheduling and preparing project submittals.
- To prepare design proposals, presentations and working drawings for clients and for actual construction.
- To review drawings, contracts, plans and specifications for customer accuracy.
- To review submittals data on proposed materials and equipment in conformance with contract and specification requirement.
- To coordinate and communicate with architects, engineers & subcontractors to insure quality insurance for project completion.

September 2013 – May 2019

AutoCAD Operator **Midmac Contracting Company W.L.L.**

C Ring Road ,1758 New Slata Interchange, Doha Qatar

- Prepare shop drawings for architectural and structural plans.
- Prepare details and fabrication drawings for structural steel works
- Prepare cutting list for steel fabrication
- Prepare As-built plan drawings.

EDUCATIONAL BACKGROUND

Bachelor of Science in Architecture

University of the Visayas- Main Campus, Dionisio Jakosalem St. Cebu City, Philippines

June 2006 – Mar. 2010

Bachelor of Science in Industrial Technology major in Architectural Drafting

Cebu Technological University- Main Campus R. Palma St. Cebu City. Philippines

Aug. 2018 –Nov. 2018

Additional Educational Training Revit Architecture Basic & Advance

Philippine Integrated Institute – Qatar

Jun. 2002– Mar. 2006

Secondary Education

Patupat National High School

Azucena, Barili Cebu, Philippines

Jun. 1996– Mar. 2002

Primary Education

Patupat Elementary School

Patupat Barili Cebu, Philippines

Aug. 2011 – Sept. 2013

Cad Operator/Draftsman

Primary Structures Corporation

No.333 PSC Building V Rama Ave, Cebu City, 6000 Cebu, Philippines

- Prepare design proposal, presentation and shop drawing for actual construction
- Conduct site supervision and ensure better quality and workmanship on site.
- Prepare As-built drawings.
- Quantity Surveyor

Apr. 2010– Aug. 2011

Field Technical Assistant/ Cad Operator

Primary Structures Corporation

No.333 PSC Building V Rama Ave, Cebu City, 6000 Cebu, Philippines

- Assists the architect in producing working drawings.
- Prepare daily progress report and updates.
- Rebar in charge
- Draftsman

Aug. 2009 – Apr. 2010

On the Job Trainee (OJT)

Primary Structures Corporation

No.333 PSC Building V Rama Ave, Cebu City, 6000 Cebu, Philippines

- Assists the architect in producing working drawings.
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- Prepare daily progress report and updates.
- Draftsman

Sept. 2008 – Jun. 2009

Part-time Job / On the Job Trainee (OJT)

CJ ARCHITECTS (Architectural Scale Model Maker)

Jayme Compound, Burgos St., Alang-alang, Mandaue City, Philippines

- Scaled model maker
- Prepare drawings using CAD software & plot into a laser for the final dimension & scale of model houses & buildings.