

Curriculum Vitae

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Position Desired: AutoCAD Draftsman

Skills : Computer Literate, MS Windows, MS Office, AutoCAD

Work Experience:

Date of Employment	Position	Name of Company
Aug. 2013 to Present	Senior Draftsman	Urbacon Trading & Contracting Lusail City, Doha, Qatar
Projects includes:		
<ul style="list-style-type: none">• Marina Mix-12D-Mamsha Bay-3B+G+21 (Lusail City, Qatar)• Rawdat Mehairqa (Leagooriyat-Dukhan, Qatar)• Doha Marriott Gulf Hotel Total Renovation-G+11 (Ras-Abu Aboud, Doha-Qatar)• Fit-out for Tower 10 at QPD Project-G+P2+23 (QP District-Qatar)• Hilton – The Pearl-G+42 (The Pearl-Qatar)• Lusail Office Tower 1-Com 39-B2+G+P6+18 (Lusail City-Qatar)• Qatar Economic Zone 1 & 3 (Ras Bufontas/ Um Alhoul-Qatar)• Souq Waqif Souq Hotel (Al Souq-Qatar)		
Aug. 2011 to July 2013	Senior Draftsman	Al Farman Investment & Trading Company Bin Mahmoud, Doha, Qatar
Projects includes:		
<ul style="list-style-type: none">• NDIA (New Doha Int'l. Airport) – CP-76, CP-93, CP-95 CP-96• Traders Hotel Doha		
Jan. 2007 to July 2011	AutoCAD Draftsman	Qatari Arabian Construction Company Al Fardan Plaza, Al Saad, Doha, Qatar
Projects includes:		
<ul style="list-style-type: none">• The Pearl Qatar – Porto Arabia Parcel 4 & 5• The Pearl Qatar – Viva Bahriya Parcel 29		
Nov. 2006 to Jan 2007	AutoCAD Draftsman	Drake & Scull International Bin Mahmoud, Doha, Qatar
Projects includes:		
<ul style="list-style-type: none">• NDIA (New Doha Int'l. Airport) – CP-15		
Aug. 2004 to Oct. 2006	AutoCAD Operator/ Draftsman	Consulting Engineer's Office Al Mansoura, Doha, Qatar

Job Description:

- Responsible for the preparation of architectural / structural shop drawings.
- Translate design concepts of the superior into working drawing using AutoCAD facility in accordance to specification.
- Coordinate with other trade contractors regarding concerns / problems and discuss possible causes and solutions.
- Updates and revises existing architectural/structural drawings/plans according to requirements as necessary.
- Serves request for reproduction of drawings and other documents with approval from superior.
- Updates and revises existing drawings/plans as necessary. Coordinates with Document Controller on revisions and updating of said documents.
- Responsible for the preparation of electromechanical shop drawings.
- Updates and revises existing electrical/mechanical drawings/plans according to requirements as necessary.
- Prepares As-Built drawings.

June 2003 to June 2004	AutoCAD Operator/ Project Supervisor	APEX Technical Services Inc. Mandaluyong City, Philippines
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Projects includes:

- Purefoods Hormel Meat Processing Plant

Job Description:

- Responsible for the supervision in the installation of the project.
- Responsible for the procurement / requisition of tools and materials to be used before or during the project implementation.
- Plans and schedule work activities in accordance with project completion.
- Responsible for the preparation of plans and drawings using AutoCAD facility.

Oct. 2000 to June 2003	ACAD Detailer / Draftsman	Steel Corporation of the Philippines Balayan, Batangas, Philippines
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Nov. 1996 to March 1998	Document Clerk / AutoCAD Operator	Steel Corporation of the Philippines Balayan, Batangas, Philippines
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Job Description:

- Responsible for ensuring availability of details and drawings required by the department for purposes of fabrication, machining, casting, purchase, reference, documentation and for other purposes deemed necessary.
- Plans, schedules and prioritizes detailing requests activities. Coordinates close with maintenance for availability of the equipment or parts for detailing.
- Performs detailing and drafting of electrical and mechanical equipment/parts providing tolerances/fits based on standards for purchase or fabrication.
- Inspects and makes necessary measurement of items/parts at the shops and ensures fabricated item/s are in conformity to the specification. Prepares necessary rejection reports if item/s are off-specification.
- Maintain and safe keeps all working copies, manuals, reference drawings and equipment drawings and sees to it that these items are available when needed.
- Updates and revises existing drawings/plans of electrical/mechanical equipment and parts as necessary.
- Coordinates with Document Controller on revisions and updating of said documents.

- Execute specific instructions from immediate superior; make preliminary drawing review and gathers pertinent field data necessary for the plan preparation.
- Coordinates with end-user concerned group in relation to the drawing, details and designs.
- Translate design concepts of the superior into working drawing using AutoCAD facility in accordance to plant equipment specification.
- Strictly observes all company rules and regulation, environmental and safety policies in and around working place and ensures compliance to all housekeeping policies.
- Safe keeping of contracts, manuals catalogues, references books and other related documents.
- Encoding work instructions / procedures and drawings on the database.

March 1998 to Oct. 2000	Utilities Technician	Steel Corporation of the Philippines Balayan, Batangas, Philippines
May 1996 to Sept, 1996	Electrical Installer	AHCA Construction and Trading Company, Makati City
May 1995 to Oct. 1995	Machine Operator	Dowell Packaging Corp. Libis, Quezon City
Jan.1992 to May 1995	Youth Development Assistant /Inspector	Makati City Hall J.P. Rizal Ave., Makati City

Educational Background:

Course	Institution	Year Attended
College :	Technological Institute of the Philippines Arlegui St., Quiapo, Manila	1986 – 1993
Degree :	Bachelor of Science in Electrical Engineering	

Character References:

Karim Atef Amer

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 Urbacon Trading & Contracting (UCC)
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Marilou Arevalo

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