



VANESSA T. ESTABILLO

ARCHITECT/ENVIRONMENTAL PLANNER

MME/UPDA registered Architect in Qatar and a registered and licensed Architect and Environmental Planner in the Philippines with eighteen (18) years of work experience in the design and construction industry. I am creative, innovative, technical-minded, have great attention to detail, and excellent at developing relationships with clients, stakeholders, and all levels within an organization.

WORK EXPERIENCE

Architect

June 2012 - Present

National Marble & Stones W.L.L. , Doha, Qatar

- Prepares conceptual and preliminary design drawings for interior and external finishing according to the clients' demand
- Conduct site visits to gather site measurements, actual site condition, and other data in preparation for shop drawings
- Prepares shop drawings/working drawings and as-built drawings for Client/Client's Representative's Approval before Project Implementation
- Prepare estimates/bill of quantities, the program of works, schedule of works, accomplishment reports, and progress billing
- Conducts value engineering analysis to reduce the cost of a project/estimates and waste of materials
- Review and check plans and specifications before implementation/installation
- Liaise with Client's representative, contractors, consultants, and other sub-contractors on project issues
- Reviews/Compares Bid Design drawings against project specification and with the Issued Construction drawings to ensure that works are carried out as per the required methodology and conform with Project Deliverables
- Coordinates with the construction team and reviews requests before sending out requisitions for procurement

Senior Architect/Project Coordinator

September 2009 - April 2012

North Matrix Development Corporation, Tuguegarao City, Philippines

- Led the design team and provided design and technical direction on projects to ensure high quality of design work across all projects
- Liaised with clients and relevant authorities to collect details and available information such as maps, site plans, field investigation reports, and other survey reports necessary for the preparation of the project/design
- Reviewed project requirements, specifications, and deliverables and ensured the approval of all documents before implementation
- Prepared Estimates/Bills of Quantities and material specifications from architectural, structural, electrical, and plumbing in coordination with other engineering divisions
- Presented/deliberated the final project output to the client regarding the design concept, total project cost, and the projected accomplishments as per the project construction phase
- Reviewed and coordinated architectural design with other engineering fields
- Prepared program of works, schedule of works, accomplishment reports, and progress billing, including requisition and purchase order
- Attended pre-bid and post-bid conferences for various projects
- Prepared bid documents that resulted in winning the bid projects
- Prepared, reviewed, and negotiated contract agreements for various projects
- Conducted project monitoring and supervision
- Coordinated with contractors and suppliers to ensure specification adherence
- Coordinated with regulatory agency/office regarding requirements and securing relevant permits for the start and completion of the project
- Supervised and provided technical guidance, assistance, and training to new trainees working in the field of Architecture

CONTACT



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Doha, Qatar

EDUCATION

Bachelor of Science in Architecture

University of Saint Louis

Tuguegarao City, Philippines

March 2005

CERTIFICATION

Engineer Registration Certificate

Ministry of Municipality

Engineers & Engineering Offices

Accrediting & Classifying Committee

Qatar

Architect Certificate of Registration

Professional Regulation Commission,

Philippines

Environmental Planner Certificate of Registration

Professional Regulation Commission,

Philippines

PROFESSIONAL AFFILIATIONS

United Architects of the Philippines
(UAP)

Philippine Institute of Environmental
Planners (PIEP)



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WORK EXPERIENCE (Continued)

Architectural Designer/Estimator

November 2005 – August 2009

North Matrix Development Corporation, Tuguegarao City, Philippines

- Prepared conceptual and preliminary design drawings, including but not limited to site development plans and building plans
- Met with the client to determine factors affecting planning interior spaces, such as budget, architectural preferences, and purpose and function
- Prepared architectural, structural, plumbing, and electrical drawings for the application of building permits and other regulatory permits
- Worked closely and coordinated with the design team to ensure designs are conforming to relevant codes and standards
- Reviewed and liaised with different engineering departments to incorporate architectural design drawings into their design
- Prepared Bills of Quantities and material specifications from structural, electrical, plumbing, & architectural in coordination with other engineering divisions
- Processed documents and clearances (Building Permit, Fire Safety Clearance, Certificate of Completion, Certificate of Occupancy, etc.) necessary for the completion of the project
- Conducted site visits/inspections as a further reference in planning
- Prepared estimates, the program of works, and bid documents
- Conducted project monitoring and supervision
- Prepared Accomplishment reports and Progress billing

ACTIVITIES

I am a member of the United Architects of the Philippines, the integrated and accredited professional organization of architects in the Philippines. I am the current Secretary and was the Chairman of the Membership Committee of the Philippine Institute of Environmental Planners - Qatar Chapter. I love attending training/seminars/webinars that enhance my professional development. I love going on biking, sketching, and reading during my leisure time.

REFERENCES

Denn A. Agatep

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Gilbert R. Banga

Project Coordinator

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CONTACT



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Doha, Qatar

HARD SKILLS

- AutoCAD
- SketchUp
- 3D Modeling
- Adobe Illustrator
- Microsoft Office
- Google Drive/Docs
- Hand Drafting
- Sketching
- Estimating/Quantity Surveying
- Shop/Technical Drawing
- Site Inspection/Supervision

SOFT SKILLS

- Effective written and oral communication
- Creativity/Conceptualization
- Problem solving
- Flexibility/Adaptability
- Critical thinking
- Collaboration
- Team Player
- Delegation

LANGUAGES

- English (Fluent)
- Filipino (Native)