**Enrico G. Santos**

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**Summary:** More than 20 yrs of experience in the field of Engineering from Manual Drafting to Auto Cad Drafting using Auto Cad Software to help work much easy and productive. Work in close association with a specialized team of highly experienced Engineers, Designers and support teams for the assigned project’s. Prepare Project Design/Drawings Status Report to Design Engineer. Assign to various projects in Philippines, Riyadh, Jedah, Dammam, & Qatar in the field of Architectural, Civil, Electrical (High & Low Current) & Mechanical.

***Work Experience:***

**MARMI Engineering Co. W.L.L**

Oct. 27, 2024 to Feb. 27, 2025

Position: **Architectural Draftsman**

**Job Description:**

* Developed Architectural Shop Drawings obtain from Authority Approved Drawings using AutoCad® 2024 for Al Bustan Retail & Residential Building from Basement 1, Basement 2,Ground Floor, 1st Floor, 2nd floor, Typical 3rd Floor to 6th Floor, 7th Floor, Penthouse, & Roof Plan in collaboration with Architect & Interior Designer.
* Prepare and Developed Shop Drawing for Basement 1 & 2 Road Marking Layout.
* Developed Hardscape Layout, Section Detail & Elevations for Drop Off Area Ground Floor Plan.
* Developed Artificial Plants Layout, Section Detail and Elevation for Ground Floor Plan.
* Prepare and Developed Detailed Atrium Area/Studio Terrace Landscape Plan, Tiling Layout, Plan, Section Detail of Bollards, Artificial Planters Detail, Section & Elevations, and Glass Balustrade Detail for 1st Floor, Studio Type 11 & 12 Apartment.
* Comply and Update Shop Drawings according from Consultant comments.
* Update & Re-submit Basement 1 & 2, Ground Floor, 1st Floor, 2nd Floor, Typical 3rd to 6th Floor, 7th Floor & Penthouse Reflected Ceiling Plan with MEP Coordination.
* Prepare & Developed External Steel Ladder Layout & Detail for Roof Plan.
* Modified & Update Steam Pump Room Glass Balustrade Elevation, Section Detail & 3D View.
* Visit Job Site to Update both Shop Drawings and As Built Plan as per site condition.
* Developed and prepared Architectural Plan (Block Works), Elevation, & Sections As Built Plan to obtain Building Permit.
* Developed and Prepare Shop Drawing for Evacuation Plan.
* Update Ground Floor Disabled Apartment 5 & 6 Toilet & Bath Plan & Elevation according to New Sliding Door Glass Partition, Foldable Grab and other Bathroom fixtures.
* Developed and Prepared Shop Drawing for Signage Plan from Basement 1 & 2, Ground Floor, 1st, 2nd, Typical 3rd to 6th, 7th Floor & Penthouse.

**QD-SBG**

Aug. 27, 2024 to Oct. 26, 2024 – Short Term

Position: **Electrical Draftsman**

**Job Description:**

* Update As-Built Plan of Public Address General Alarm System of Lusail Plaza Tower, Lusail Qatar using AutoCad 2024.
* Developed & Update As-Built Plan of Medium Voltage System (MV) Cable Routing Layout as per site condition for Lusail Plaza Tower.
* Update (MV) Cable Routing Layout As-Built Drawings in coordination with AshGhal CAD Standars.

**Consolidated Engineering Systems Company**

Jan. 28, 2024 to Aug. 01, 2024

Position: **Sr. ELV Draftsman**

**Job Description:**

* Assists Technical & System Engineer with design and development of CCTV Security System Shop drawings for the Completion of Al Rawdah Project, Lusail, State of Qatar.
* Develops Shop Drawings of Access Control System for the Completion of Al Rawdah Project, Lusail, State of Qatar.
* Coordinates Access Control System & CCTV Security System Shop Drawings with Site Engineer for effective site implementation.
* Prepares & develops accurate and well-presented drawings to meet the standards and targets as specified in the IFC (Issued for Construction)
* Study the IFC DWGs, ensure compliance with the design general notes/details and approved material submittals to be implemented in the produced shop DWGs.
* Ensures that DWGs are accurate and well presented as per the company procedures and standards. (clouds on the revisions, update the revision numbers, with referenced DWGs, RFIs, SIs, key plan, general notes, title block…).
* Prepares drawings in a timely and efficient manner in order to meet project deadlines and schedules.
* Produces the targeted number of approved shop DWGs monthly as per the master list of shop DWGs populated with planned submission dates.
* Ensures the quality of CAD files production as per the project procedure and the company standard and to be well organized (layers, pen assignment, coordinates...).
* Reviews the targeted number of the Subcontractor shop DWGs and ensure the accuracy, quality, coordination, the targeted number is to be assigned by the technical manager based on the populated list of Shop DWGs.
* Superimposed the Arch, Structural & MEP DWGs, for drawing coordination, define clashes and report to the Technical Engineer.

**Job Knowledge & Skills:**

* Extensive experience in AUTOCAD Software, Sketchup Pro.
* Knowledge in technical design both Architecture and ELV works.
* Proficient in Microsoft Office (Word, Excel, Power point) and it has knowledge & experienced in System Applications and Products in Data Processing (SAP)
* Technically know how to imposed External Reference (Xrefs) drawings for proper coordination of every related system.

**Rheinmetall Barzan Advanced Technologies**

Oct. 05, 2020 to July 13, 2023

Position: **Sr. ELV Draftsman**

Job Description:

* Reporting to the Project Manager and System Engineer for creating technical drawings and plans using computer-aided design software based on given specifications and calculations. Closely collaborate with architects and engineers and develop visual representations of structures.
* Responsible for analyzing requirements, collect data, make calculations using mathematical formulas, coordinating and collaborating with members of the Team and other technical teams relative to the projects, consulting with clients, double-checking designs for accuracy and occasionally visiting construction sites.
* Demonstrate broad set of technical skills who have proven experience tackling greatest challenges in a program of varied projects.

Key Accountabilities:

* Support in creating RBAT’s brand as trusted consultant for its clients by assisting engineers on providing exceptional level of solutions
* Recommend enhanced methodology for work efficiency-turning plans and ideas into efficient technical drawings and diagrams to facilitate approvals.
* Handle complex designing and drafting assignment under minimal supervision.
* Create drawings and models from written and verbal specifications obtained from Project Engineer.
* Work with Engineers regarding model accuracy, design, drafting standards and documentation.
* Work closely with Designers, Drafters, and Engineers to ensure coordination design effort is maintained.
* Update Drawing Log Sheet as per QMS Standard (Quality Management System) and generate Drawing Number for referencing.
* Review drawings for completeness and accuracy.
* Maintain all revisions of project drawings.
* Develop 3D models by analysing prototypes and 2D drawings.
* Examine and check engineering drawings for compliance with cited specifications.
* Provide timely technical assistance and solutions to the team.
* Participate in project meetings and conference calls as required.
* Prepare engineering documents for customer submittal.

**Bin Riaz Traiding & Contracting W.L.L**

April 08, 2018 to March 22, 2020

Position: **Sr. Cad MEP Draftsman**

Duties And Responsibilities:

* Conduct scheduled site visit in support for the preparation of tender documents.
* Examine proposed site and projects to determine system needs.
* Prepare & developed detailed design shop drawing for Hamad Medical City includes:
	+ Traffic & Security Plan for Minor Works
	+ Demolition of existing island at the back of Hamad General Hospital Emergency Department & create new road layout & parking shades.
	+ Drainage & Sewage System
	+ Gully Pot & Soakaway System
	+ Water Supply System
	+ Parking Shades & Road Layout
	+ Power Requirement Schedule & Schematic Diagram for Electrical System
	+ Power & Data System Cable Routing Plan & Layout.
	+ Access Control System for Double Swing Door.
	+ Bollards Layout Plan & Speed Humps Layout
	+ Valet & Bus Stop Cabin Layout Plan
* Generate & prepare Material Take Off & Quantity.
* Coordinate Site Engineers prior for the mobilization of every projects.
* Work closely with Engineers, Architects & Technicians to determine project specification & functional requirements.
* Assigned to work site for updating the Plan according to site condition.
* Secure & prepare As-Built Plan for coordination & proper filing for future use.
* Work on Auto Cad 2016, Revit MEP Essential 2018 & Adobe Photoshop CS6 for preparation of concept design & presentation.

**Moonlight Architectural Solutions Qatar**

November01, 2017 up to February 28, 2018

Position: **Design Support Specialist**

Duties And Responsibilities:

* Coordinating with Development and Sales Department for making BOQ and Design.
* Assist in planning, developing and coordinating integrated interior and exterior lighting design solutions in conjunction with sales.
* Responsible for key design phase service consisting of conceptual work sessions, lighting effect renderings, luminaire selection, lighting system budget and energy analysis.
* Assemble documents packages and develop drawing sets to be reviewed by electrical engineer or sales.
* Prepare drafts of wiring diagrams, working drawings, wiring connection specification along with underground cables cross-sections as needed installation crew instructions.
* Study and interpret work order request to identify type of service like power and lighting required by installation.
* Delivered efficient and effective work by quickly resolving time sensitive delays in a professional manner.
* Documenting phase services including lighting layouts, specifications, details, and lighting calculations.
* Work on Auto Cad 2016 & Adobe Photoshop CS6 for preparation of concept design & presentation.

**Consolidated Gulf Company - Qatar**

September 15, 2014 up to August 31, 2017

Position: **Sr. Cad Draughtsman - Security Solutions**

Duties and Responsibilities:

* Work in close association with a specialized team of highly experienced Engineers, Designers and support teams for the assigned project/s.
* Carrying out design & drafting ELV System using Auto cad.
* Coordinate Project Design/Drawings Status to Design Engineer.
* Prepared As-Built plan for Fire Alarm & Detection System in Qatar Petroleum Projects. (Cctv System Layout, Fire Detection Alarm System Layout & Schematic Diagram applied to critical site areas)
* Prepared Cctv System Layout for Hamad Medical Corporation Projects. (Application of Cctv Field of View in Cctv System Layout for areas required as per MOI requirement.)
* Assist Site Engineer for Mall of Qatar Project for the Access Control System, Structured Cabling Design, CCTV Security System and Public Address and Voice Alarm System.
* Assign to New College Of Engineering at Qatar University for Audio Video Solution System Shop Drawing.
* Assist co-Draftsman to delivered Project As-built Drawing for ELV & OSP System for the QAG “Shooting Range” Project in Qatar.

**Oger Branch Philippines**

April 23, 2012 up to Aug 15, 2014

Position: **SeniorAuto Cad Operator / Draftsman**

Duties and Responsibilities:

* Supervised & check Low current design from other draftsman before submitting to our Senior Engineer.
* Assign to prepare Tender up to Execution Detailed Low Current Design and Shop Drawings such as Fire Alarm Detection System, Telephone System, TV Distribution System, Computer & Communication System, Public Address and Sound System, CCTV Security System, Call Servant & Intercom System and Nurse Call Distribution System.
* Report directly to Senior Design Engineer & Section Head to incorporate detailed drawing on site and update any changes.
* Responsible in preparation of Bill of Quantities in every new Low current Design Drawing.
* Well verse in Ms Word, Excel, Photo Editor and Photo Shop.
* Latest Auto Cad version used – Auto Cad 2011

**Saudi Oger Limited – Kingdom of Saudi Arabia**

From June 10, 2006 up to 2012

From April 20, 1998 up to April 24, 2000

Position: **Auto Cad Operator / ELV Draftsman**

Duties and Responsibilities:

* Assign to prepare Tender up to Execution Detailed Low Current Design and Shop Drawings such as Fire Alarm Detection System, Telephone System, TV Distribution System, Computer & Communication System, Public Address and Sound System, CCTV Security System, Call Servant & Intercom System and Nurse Call Distribution System.
* Report directly to Design Engineer & Section Head to incorporate detailed drawing on site and update any changes.
* Assign to prepare low current detailed design drawing by using Auto Cad version 14 software for presentation up to implementation up to implementation for such various project like Private Villa, Government Project, Prince & Princess Villa.
* Responsible in keeping BOQ, Specification documents, As-built drawing and update from time to time.
* Well verse in Ms Word, Excel, Photo Editor and Photo Shop.
* Latest AutoCad version used - AutoCad 2006

**Mimaria Design – Kingdom of Saudi Arabia**

From May 19, 2003 up to Nov. 11, 2004

Position: **Interior Cad Operator / Draftsman**

Duties and Responsibilities:

* Assign to prepare Interior detailed design drawing by using Auto Cad 2004 Software in such various project like Prince & Princess Villa, Showroom, and Offices.
* Assign to jobsite to draw shop drawing, update plan according to its latest condition and perform actual design for client’s approval.
* Report directly to Architect, Project Manager to incorporate detailed drawing on site and update any changes.
* Responsible in preparation of images using Photoshop 7.0 and 3D presentation.
* Technically know how to handle different machine for production of drawings like printers, scanner, etc.

**Versatech Consultant & Management Corporation - Philippines**

From March 02, 2005 up to May 31, 2006

From July 17, 2001 up to April 15, 2003

From August 10, 1995 up to June 16, 1997

Position: **Electrical Cad Operator / Draftsman**

Duties and Responsibilities:

* Assign to prepare Architectural / Structural / Plumbing & Electrical Detailed Design Drawing by using Auto Cad version 2006 software for presentation up to implementation for such various project like Industrial, High Rise Building, Commercial and Low Cost Housing projects.
* Responsible for the preparation of shop drawing according to site condition for approval of client and implementation.
* Prepared samples of materials, photo images to be used for presentation to client’s approval by using Photoshop CS.
* Technically know how to handle different machine for production of drawings like printers, scanner, etc.
* Prepared American Standard Electrical detailed design drawing by using Auto Cad version 2002 software for presentation up to implementation for such various project like Industrial, Commercial and Low Cost Housing projects.
* Report directly to Electrical Engineer, Project Manager to incorporate detailed drawing on site and update any changes.
* Visit jobsite to update and prepared as-built drawing according to site condition.
* Prepared Electrical/Mechanical Estimate and material take-off for every design.
* Well verse in Manual Drafting.

**Educational Attainment:**

College: **Technological Institute of the Philippines**

 P. Casal Campus, Arleguie St. Quiapo Manila Philippines

 1991-1992

 Drafting Technology Graduate

Secondary: **Southern Rizal Institute**

 BagongCalzada, Pateros Metro Manila Philippines

 1984-1988

**Training Certificate:**

* **Revit MEP Essentials 2018** – Autodesk Revit 2018

Conducted on: July 13, 2018 to August 17, 2018

Conducted by: UAQ Safety & Consultancy in cooperation with KEACADD BIM & CAD Consultancy-Autodesk Authorized Training Center

Certificate No.: AP70232509615934306258

* **Working at Heights**

Issued on: March 20, 2022 Expired on: March 19, 2025

Qsafe For Technical & Professional Training

Certificate No.: QST-0182-22

* **Microsoft Office Applications** (Word & Excel)

Issued on: November 30, 2021

Issued & Conducted by: Rheinmetall Barzan Advanced Technologies, LLC

Doha, Qatar

Certificate No.: CERT-INT-0001220E-00

* **AutoCad**
* **SketchUp Pro**

**Seminars Attended:**

* **PHILTRAK People Mover Symposium** – Hotel Shangri-La, Mandaluyong City

October 1996

* **Killark “Explosion Proof” Electrical Device & Fittings** – Hotel Mandarin,

Makati City – August 1996

* **Auto Cad release 14 “The Launching”** – Hotel Intercontinental Manila,

Makati City – February 1995