

JEREMY GUZMAN

Mechanical Engineer

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PERSONAL PROFILE:

A talented, results-driven Mechanical Engineer Professional with experience in the Maintenance Industries. A hard working and dedicated professional that learns and adapts easily to new roles and challenges. Recognized by his keen attention to detail in any projects, his adherence to standards with highly developed technical expertise and exceptional skills in managing teams.

EDUCATIONAL BACKGROUND:

BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING

Northern Philippines College for Maritime Science and Technology, San Fernando, La Union, Philippines
June 2006 – March 2011

ELECTRICAL INSTALLATION AND MAINTENANCE (NC II)

Tagudin Institute of Science and Technology Foundation Inc. (TESDA Accredited)

WORK EXPERIENCE:

Wilserv Multipurpose Cooperative – Maintenance Supervisor

Wildram Bdlg Makiling St. Palanan, Makati City
May 2019 – June 2020

Job Description:

- Manage team work, regularly inspect sites or buildings, execute work as necessary, maintain equipment and assign workers to various projects.
- Conduct preventive maintenance
- Establish strategies to meet workload demands on time.
- Oversee all repairs and ensure that work is completed.
- Comply with all health and safety regulations and practices on site.
- Conduct follow-ups on all maintenance and repair work.
- Inspect site regularly to identify problems and necessary maintenance.

Chronicle International LLC – Site Engineer

Doha, Qatar
February 2015 – March 2019

Job Description:

- Planning, coordination and supervision of technical aspects of the projects. Solving technical issues, providing advice, management and preparing reports.
- Complete responsibility to decide on day to day work that needs to be carried out by subordinates including ; Scheduling of activities, Assigning task to groups or individuals, Accuracy of work conducted, Supplying resources and dealing with operational issues and problems.

- Conduct site inspections to ensure adherence to engineering standards and specifications.
- Ensure that the installation, inspection and testing of all fittings and work implemented meets the specification and the Consultant requirements.
- Provides oversight and performs proper design selections, installation and transmission of information to field personnel.
- Request engineering judgement from the Firestop sealant manufacturer to apply for stopping on field conditions.
- Handles field personnel and coordinates with the main contractor or different construction trades to ensure proper fire stopping applications.
- Checking and ensuring all MEP works are appropriate for the (UL) Under Laboratories System prior to Fire Stopping application.

*** Notable projects, Types of works and Clients;**

- **Mafraq Hospital – Habtoor Leighton Murray and Roberts Joint Venture**
- **National Museum of Qatar – Hyundai Engineering**

H.G. Lopez Batching Plant (Ready Mix Concrete) – Service Engineer

San Fernando La Union

January 2014 – January 2015

Job Description:

- Respond to job requests for assistance in person, via phone and electronically, advise clients on the appropriate action taken.
- Oversee all plant operations; coordinate and monitor daily work load throughout the plant; monitor plant cleanliness.
- Ensure that all products meet 100% total quality requirements; take samples and test as necessary; ensure all equipment is working properly; complete all required reports timely and accurately; inform proper personnel of any quality problems that need resolving.
- Weighs quantities of cement, sand, gravel, other additives and water using manual scales.
- Checks position and rotation of concrete truck agitators, signals drivers to increase rotation speed and varies the discharge of materials to achieve even mixing.
- Signals end of discharging and assesses the quality of mixed concrete.
- Ensure all vehicles and equipment continually remain in safe and efficient operating condition; monitor all preventative and regular maintenance on vehicles and equipment. Maintain adequate levels of all supplies and products. Calibrate batch plant (weekly), Fills aggregate hoppers, refill as needed, Scheduling filling cement silo.
- Maintain batch plant (grease bearings, oil gears and replace conveyor belts)

Red Ribbon Inc. – Technical Supervisor

Manila, Philippines

January 2013- December 2013

Job Description:

- Supervises the technical team to maintain the proper function of every operation, air- conditions.
- Establish, assigns, and adjusts work methods and procedures to meet schedules using knowledge of capacities and capabilities of personnel and equipment.
- Apply technical expertise and knowledge that will support maintenance and troubleshooting and help in better delivery of the HVAC system.
- Determine exact quantities of materials to be ordered.
- Participates in regular meetings to identify problem target dates, issues, delays, execution of work to ensure time project completion.
- Ensures compliance with safe, secure, and healthy work environment by following and enforcing standards and procedures; complying with legal regulations.
- Careful supervision of team time allocation to ensure the best use of duties and materials.
- Effectively manages the team to deliver results while maintaining good relations.
- Staff management including selecting, orienting, training, assigning, scheduling, daily reporting, budgeting, finances, disciplining employees and adhering to policies and procedures.
- Manage suppliers to meet objectives related to cost, delivery performance, schedule and quality.
- Negotiate with suppliers on lead-time, cost and quality so as to obtain the maximum benefit for the company. Coordinate with vendor on continuous quality improvement.

Al Huda Hashmi Equipment Trading –Service Engineer

Dubai, United Arab Emirates

May 2012 – December 2013

Job Description:

- Examine and understand detailed manuals and other specifications to determine installation procedures.
- Consult with engineering personnel to resolve complex problems in system operation and maintenance.
- Advise management regarding customer satisfaction, product performance, and suggestions for product improvements.
- Responsible with coordinating daily maintenance and repair activities.

SEMINARS AND TRAININGS:

COMPUTER AIDED DESIGN WITH GRAPHIC EDITING (CAD)

Livara Communication Technologies, 2011
Livcom Technologies, San Fernando City, La Union

SAFETY AWARENESS IN THE WORKPLACE AND ENVIRONMENTAL MANAGEMENT SYSTEM

College of Engineering, Northern Philippines College for Machine Science, Technology, San Fernando City, La Union

***Passed the Philippines licensure exam for Mechanical Engineers last March 2012**

MEMBERSHIPS:

Philippine Regulation Commission (PRC)

Philippine Society of Mechanical Engineer (PSME)

PERSONAL INFORMATION:

Date of Birth : June 21, 1990
Gender : Male
Place of Birth :La Union, Philippines
Civil Status : Single
Citizenship : Filipino
Height : 5'11"
Weight : 190 lbs.
Religion : Roman Catholic