

SUZETTE G. CORBITO

CIVIL ENGINEER



PROFILE

25-year-old Civil Engineer with more than 3 years of experience in quantity surveying, cost estimation, designing, project and construction management and other technical documents preparation for medium-high rise buildings, horizontal and canal structures. In pursue of showcasing and strengthening my skills, leadership abilities, work etiquette and competency in the construction industry globally. And to have the opportunity to know and experience international construction standards.

CONTACT



09665708176



suzettegcorbito@gmail.com



Macatal Aurora, Isabela, 3316



EDUCATION

Tertiary:

Central Luzon State University
2013-2018

Bachelor of Science in Civil Engineering

Secondary:

Doña Aurora National High School
2009-2013

6th Honorable Mention

Primary:

Macatal Elementary School
2003-2009

Valedictorian



AFFILIATIONS

Professional Regulation Commission

Passer: July 2019 Master Plumber Examination

Professional Regulation Commission

Passer: November 2018 Civil Engineering Licensure Examination

Construction Occupational Safety & Health

Certified: 2018, Safety Officer



SKILLS

- AutoCad
- Sketchup
- MS Project
- Planswift
- Revit
- STAADPro
- MS Office
- Canva



PROFESSIONAL EXPERIENCE

Engineer A

January 2022- Present

Engineer B

June 2021-December 2021

Technical

Engineer/Assistant Head Engineer

Aug.2019-March 2021

National Irrigation Administration (Region II)

- Consolidation and Evaluation of Monthly Progress Reports of Engineering Monitored Projects
- Evaluation of Billing Documents and Variation Orders of different contractors
- Submission of reports and communications to various government agencies
- Conduct of routinary field inspections
- Preparations of documents and reports relative to ISO 9001:2005
- Preparation and evaluation of contract documents
- Attend internal meetings and other conferences

Demolok Fortune Builders & Dev't Corp.

- Prepares shop drawings for structural, architectural, plumbing and fire protection works.
- Prepares Bill of Quantities (BOQ) of various projects
- Prepares RFA's, RFI's, change orders, request of materials and manpower requests in various projects and materials price comparison
- Billing evaluation of subcontractors
- Prepares weekly field updates, minutes of the meeting and activity reports to be presented
- Witness during material testing
- Attend internal meetings and pre-bid meetings
- Track all projects performances
- Prepares bidding technical documents such as BOQ, Construction Methodology, Construction Schedule, Manpower and Equipment Schedule, Cashflow, S-curve and Payment Schedule
- Delegate project tasks based on office engineer's individual strengths, skill set and experience level



COMPETENCIES

Training for the Accreditation of Constructor's Performance Evaluators (CPEs)

July 6-8, 2022

Training on Intermediate Computer Literacy

May 12-13, 2022

Gender and Development Summit

December 29, 2021

Preparation of Template on Gender Responsive Irrigation Projects

December 9-10, 2021

Project Management Training

October 28-29, 2021

Employee Accountability Training

August 10-11, 2021

Seminar/Workshop on Materials Testing and Quality Assurance

July 28-30, 2021

Training/Workshop on the Design of Canals and Canal Structures

July 12-16, 2021

Fundamentals of Plumbing Design

May 18 2021

Structural Detailing of Low to Mid-Rise Reinforced Concrete Structures (Traditional Vs Technical Approach)

May 17 2021

OHS/FTK/EHS/ISDP Training

September 17, 2020

Reinforced Concrete Works (at CMDF)

October 4-6, 2018



PROFESSIONAL EXPERIENCE

CE-Cost Estimator

Feb. 2019-July 2019

Harmonic Sytem Inc.

- Computes and generates Bill of Materials (BOM) of all projects
- Provides efficient and competitive cost estimates for civil works
- Attending Pre-bid conferences
- Conducting site inspection to ensure the accuracy of quantity surveying

On the job training

June 2017-Aug. 2017

BdDimalanta Design and Construction

- Drafting detailed plans
- Visiting different project sites for monitoring
- Preparation of daily project log in various projects