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OBJECTIVE

To apply for a profession that will further enhance my skills and expertise in the field of property management and attain additional experience.

EDUCATION

2009-2013

DE LA SALLE UNIVERSITY – MANILA
Bachelor of Science degree in Mechanical Engineering, Major in Mechatronics. First Honor Dean's List: 2nd Term, S.Y. 2012-2013; 3rd Term, S.Y. 2012-2013; 1st Term, S.Y. 2013-2014.

2005-2009

HOPE CHRISTIAN HIGH SCHOOL
High School Diploma, March 2009. Awards: Loyalty, 2009; Third place in Chess Tournament, 2008.

LICENSE

MECHANICAL ENGINEER
Board Passer on March 2014 (83%)

MASTER PLUMBER
Board Passer on July 2019 (75.6%)

WORK EXPERIENCE

June 2013-August 2013

Practicum Trainee, Grundfos Pumps Philippines
Service Department – Assist in aligning, termination, disassembling and assembling, inspection, and troubleshooting of various kinds of pump. Making reports in respond to the data collected with the actions mentioned above.

May 2014-April 2017

Facilities Engineer, Yeeloofa Development Corporation (168 Mall)
Facilities Management Department- Monitoring/Maintain/Repair of chillers, cooling towers, escalators, air handling units, fan coil units, pumps, blower, exhaust fans, elevators, and other minor equipment. Ensure that the operation is efficient with least possible downtime. Troubleshoot technical problems.

May 2017-July 2018

Property Manager, Ayala Property Management Corporation (Senta)
Ensures that all troubles within the property are addressed. Daily checking of collection report, facilities and operation of the property. Handles housekeeping, security, maintenance, concierge, and admin within a residential condominium.

February 2019-May 2021 **Facilities Maintenance Head, Yeeloofa Development Corporation(168 Mall)**
Handles overall operation of facilities management department. Handles all maintenance personnel. Manages the whole HVAC, electrical and plumbing system. Ensures that the preventive maintenance is effective on all equipment with least possible downtime.

July 1, 2021 – May 12, 2022 **Property Manager, Triumph Development Corporation (Triumph Building)**
Handles the day-to-day operation of a 14-storey commercial office building. Leads the engineering, admin, housekeeping, security and billing team. Ensures that 52 weeks preventive maintenance program is being implemented. Maintaining collection efficiency at 100% and monitoring the finances of operation including budget, running balance and variance. Ensuring that permits for regulatory compliance are up to date and complete. Monthly presentation to Management. Implementation of house rules and fit out guidelines at all times while addressing the concerns of all occupant or tenant of the building.

May 13, 2022 – Present **Property Manager, First Oceanic Property Management (Grand Eastwood Palazzo Condominium)**
Ensures that all troubles within the property are addressed. Daily checking of collection report, facilities and operation of the property. Handles housekeeping, security, maintenance, concierge, and admin within a residential condominium. Presentation of audited financial statement and variance report to the Board of Trustees. Ensures 100% regulatory compliance for permits, licenses, certificates and other documents.

SEMINARS/TRAININGS ATTENDED

June 24, 2022 Basic Occupational Safety and Health
Tamkene Phils., Inc.

November 18, 2019 - November 28, 2019 MFI Polytechnic Institute Inc. (formerly Meralco Foundation, Inc.)
Industrial Technician Training

April 10, 2019 Water Environment Association of the Philippines, Inc.
Training Course for Managing Head

June 2018 Basic Occupational Safety and Health
RBA-Env't., Health & Safety Consultancy & Training Solution

August 2016 COMPUTER-AIDED HVAC DESIGN
Cadvision Engineering Technologies.

July 2016 CONTINUING ENVIRONMENTAL EDUCATION PROGRAM (CEEP)
Laguna Lake Development Authority (LLDA)

May 2015 AUTOCAD 2015
iCAD Training Center.

September 2014 LOSS CONTROL MANAGEMENT
Safety House, Inc.

RESEARCH PREPARED

August 2013

DESIGN, FABRICATION, AND TESTING OF A PUMP POWERED BY ENERGY FROM WAVES FOR ELECTRIC ENERGY PRODUCTION

Introducing a pump that works without using fuel and electrical energy that only requires an initial head, and which can be an alternative way for extracting renewable energy.

PERSONAL BACKGROUND

Born on July 10, 1992 in Manila, Philippines. Fluent in English, Filipino, Chinese Hokkien and understands very little Mandarin. Knowledgeable in Microsoft programs, softwares like Autocad and Solidworks. Knows how to drive with non-pro license. Interests: Troubleshooting, assembling and disassembling mechanical parts, and solving problems. Approachable, diligent, honest, responsible, and adaptable.

REFERENCES

Available upon request