



ADDRESS

Block 7 Lot 1 Engineers Ville,
Tangle, Mexico Pampanga PH
2021

CONTACT DETAILS

MOBILE PHONE:
+63917-312-4008

EMAIL ADDRESS:
hyjasminjoyltorres@gmail.com

WEBSITE

<https://www.linkedin.com/in/jasmin-torres-1b3b6b104/>

BIRTHDATE:
November 20, 1992

RELIGION:
Catholic

MARITAL STATUS:
Married

ENGR. HYJASMIN JOY L. TORRES - PELAYO

Property & Asset Manager / Engineering and Management
Consultant/ Registered Electrical Engineer

EDUCATION

Holy Angel University (Angeles City, Pampanga, PH)
June 2009 to April 2014

Bachelor of Science in Electrical Engineering

Holy Angel University (Angeles City, Pampanga, PH)
June 2005 to April 2009

High School Graduate

WORK EXPERIENCE

MDI Group Holdings, Inc. (Bonifacio Global City, Taguig PH)
Building Operations Manager
March 2018 to Present

Jones Lang LaSalle (Philippines), Inc. (Makati City, PH)
Property and Asset Manager
August 2016 to March 2018

Shopping Center Management Corporation (Pasay City, PH)
Resident Engineer
November 2014 to August 2016

JOB DESCRIPTION

- ✚ Planning, implementing and developing an effective and efficient Business Strategies in a Property or Estate with a comprehensive goal for performance and growth of the business and people inside the management loop.
- ✚ Developing standards and procedures preparing the Management Team in performing the multiple services in line with the related goals of the developer and owner.
- ✚ Handles Administration, Engineering-Health and Safety, Human Resources, Vendor and Tenant Contracts and Customer Service of the Establishment.



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- Ensuring the services being offered by the company to clients are compliance to all government mandatory laws and regulations.
- Handles Technical Projects (from evaluation to implementation) involving Engineering & Estate Management Solutions for the property or estate.
- Participating in process in-line with pre-construction, construction and completion of tenant's area involving MEPFS.
- Preparing reports, analyze results and recommending corrective and preventive actions on all equipment and utilities, for the purpose of ensuring efficient and effective day to day operations.
- Spearhead the budget preparation (CAPEX and OPEX) of the whole estate taking into consideration the organization's financial performance

PROFESSIONAL ACHIEVEMENT

Registered Electrical Engineer

Professional Regulation Commission (PRC), Manila PH
September 2014

Outstanding Energy Manager

Don Emilio Abello Energy Efficiency Awards (Department of Energy), PH
December 2015

AFFILIATION AND LEADERSHIP INVOLVEMENT

Member

Philippine Association of Building Administrators, Inc. (PABA), PH
June 2018

Member

Institute of Integrated Electrical Engineers of the Philippines
November 2017 to November 2020

Pollution Control Officer

Department of Environment and Natural Resources
January 2017 to January 2020

REFERENCES

Available upon request.

I HEREBY CERTIFY THAT THE FACTS CONTAINED IN THIS FORM ARE TRUE AND CORRECT AND AUTHORIZE THE EMPLOYER TO VERIFY SAID GIVEN INFORMATION

Engr. Hyjasmin Joy T. Pelayo