Engr. Angela Jane R. Adaon

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OBJECTIVE

- To acquire a responsible position at your company where I can contribute my developed knowledge, skills, and values in order to produce positive outcomes. I give wholeheartedly of myself and make my best efforts in this opportunity, which will also help me advance professionally.

PROFILE

- A conscientious individual who has never failed to meet a project deadline. Very enthusiastic when it comes to research and business-related written works. Highly resilient, love of challenges, and capable of handling them with ease. A goal-oriented person who is a quick learner with minimal supervision and one who is continually looking for ways to improve.

SUMMARY OF QUALIFICATIONS

- Strong skills in planning and organizing ideas .
- Proven competence in working with others in a team effort .
- Possess good written, communication and interpersonal skills .
- Intermediate skills in the use of Microsoft Office Applications, Autocad, Sketch up, Lumion, Revit, Enscape and Internet Processes.

EDUCATION

- **COLLEGE**
  Bachelor of Science in Civil Engineering Mariano Marcos State University. College of Business, Economics and Accountancy. Brgy. 16-S, Quiling Sur, Batac City, Ilocos Norte. S.Y 2012-2017.

TRAININGS & SEMINARS

- Committee Workshop 2021: **Step-UP: Synergy Towards Excellent Performance and Unlimited Possibilities** via Zoom Meeting**,** Junior People Management Association of the Philippines, August 8, 2021.

- Joint 24th GMM and 19th National Convention: **UNDIVIDED: University in Diversity Amidst Adversity** via Facebook Live and Zoom Meetings, Junior People Management Association of the Philippines, November 26-28, 2021**.**

ACHIEVEMENTS & CERTIFICATION

- Passed the Civil Engineering Board Exam
- Passed the DPWH Accredited Project Engineer Exam

WORK EXPERIENCE

- On-the-Job Training at National Irrigation Administration Central Office.
  a. Assist in the on-going feasibility studies.
- **RCD General Construction and Supply 2018-2020**
  a. Responsible in completing engineering project by organizing and controlling elements.
  b. Responsible on construction schedule, manpower schedule and equipment schedule for the completion of project on time.
  c. Complete technical studies and provide cost estimates.
  d. Controls project plan by reviewing design, specifications and plan.
  e. Responsible on critical thinking regarding problems on site.
- **NA IBARRA CONSTRUCTION 2020-present**
  a. Responsible in completing engineering project by organizing and controlling elements.
  b. Responsible on construction schedule, manpower schedule and equipment schedule for the completion of project on time.
  c. Complete technical studies and provide cost estimates.
  d. Controls project plan by reviewing design, specifications and plan.
  e. Responsible on critical thinking regarding problems on site.
  f. Planning designs, specifications and cost estimates for projects.
  g. Geotagging site activities.