



# ROSA MAE M. ALMENDRAS

LICENSED ARCHITECT PRC NO: 0042280

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## OBJECTIVES

To pursue an experience where I will be able to utilize my life experiences as well as my interpersonal skills, to not only allow myself to grow personally, but to firmly contribute and exert my full effort towards the achievement of the mission and values of your company.

## SKILLS

AutoCAD, Sketchup, Vray, Enscape, Revit Architecture, Photoshop, MS office  
Scheduling and cost estimate  
Construction supervision and monitoring  
Quality inspection and Quality control  
Filipino and English language

## WORKSHOP & SEMINARS

Revit Architecture w/ BIM 360  
Sept. – Nov 2019 Microcadd Institute

The way of Feng Shui – August 2018  
Max restaurant, Ermita Manila

Revit Architecture w/ BIM 360  
Sept. – Nov 2019 Microcadd Institute

## EDUCATIONAL BACKGROUND

Tertiary: SY (2010 – 2015)  
Technological University of the Philippines

Secondary: SY (2005 – 2009)  
CAA Las Piñas National High School - Main

Primary: SY (1999 – 2005)  
CAA Elementary School

## CHARACTER REFERENCE

Ar. Jose Mari Combalicer 09983219575  
TSD Coordinator – MDC

Ar. Videl Mendoza 09454814268  
Project Superintendent – MDC

Sgt. Mia Roxanne Lantaco 09199135018  
Asst. Archt'l & Engrng BR NCO Philippine  
Army (inf)

## WORK EXPERIENCES

### FREELANCER

Project : **Design and Build of Residential & Commercial Bldg.**  
Location: Philippines  
Duration: September 2022 – Present

### MAKATI DEVELOPMENT CORP.

Project : **Park Central Tower, Makati City**  
Monitoring & supervising of Architects & Engineers onsite, site inspection, attending huddle/meeting, checking plans and discrepancies, scheduling of works, estimates of materials, checking of budget for project.  
Location: Makati City  
Position: Project Supervisor (Architectural)  
Duration: February 2022 – August 2022

### BISENIO CONSTRUCTION AND DEVELOPMENT CORP.

Project : **Residential houses/Commercial Establishments**  
Monitoring & supervising of Architects & Engineers onsite, prep. progress billing, meeting with the clients, scheduling of the project, checking budgets per project  
Location: Vista Verde, Cainta Rizal  
Position: Project Supervisor (Architectural)  
Duration: October 2020 – January 2022

### EATBUILDS PTE LTD. - SINGAPORE

Project : **HBD Projects**  
Tendering of project, site supervision, quantity surveying & Interior Designing  
Location: St. 61 Jurong West, Singapore  
Position: Architectural Executive  
Duration: November 2019 – April 2020

### MAKATI DEVELOPMENT CORP.

Project : **Alveo Escala Salcedo Condominium**  
Site Supervision, quantity estimate, final inspection for turnover, implements and monitoring of schedule, progress billing, punch listing, reviewing of plans and prepares daily/weekly reports.  
Location: Salcedo Village, Makati City  
Position: Field Architect/Quality Control Architect  
Duration: August 2017 – October 2019

### NEW CC BARCELONA CONSTRUCTION CORP.

Project : **East Avenue Medical Center Renovation**  
Site Supervision, bidding and estimates, working drawing and plan review, Site Coordinator, approval of materials.  
Location: East Avenue Medical Center, Quezon City  
Position: Junior Architect/Quality Control Architect  
Duration: May 2016 – July 2017

### MONTIEL CONSTRUCTION MANAGEMENT

Project : **Industrial Plant**  
Site Supervision, manage the general contractor, inspection and approval of Materials, Review of plans, coordinate with the owner and designer.  
Location: Industrial zone, Cabuyao Laguna  
Position: Project Architect  
Duration: October 2015 – April 2016

### LPPA DESIGN GROUP INC.

Project : **Commonwealth Residences – Century Project**  
Working drawing (Autocad) floor plans, section, elevation, RCP, blow-up plans.  
Location: Cinderella bldg. EDSA, South triangle, Quezon City  
Position: Designer/Planner  
Duration: May 2015 – October 2015