

**MARIA CHARMAINE F. BRIOSO**

BS Environmental and Sanitary Engineering  
Technological Institute of the Philippines (TIP), Quezon City

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**OBJECTIVE**

To establish a career in engineering where I can demonstrate the learning outcomes of the *Environmental and Sanitary Engineering* and to secure a position which will provide the best opportunity to apply my abilities to further contribute to the greater success of the company.

**EDUCATIONAL BACKGROUND**

- *Tertiary*  
De La Salle University Dasmariñas, Dasmariñas City, Cavite  
(Bachelor of Science in Environmental and Sanitary Engineering)  
Year Attended: 2009-2014  
  
Technological Institute of the Philippines-Quezon City  
(Bachelor of Science in Environmental and Sanitary Engineering)  
Year Attended: 2014-2016  
Year Graduated: 2016

**PRACTICUM AND WORK EXPERIENCE**

- *Trainee*  
Academic Linkage Program, Manila Water Company, Inc.  
MWSS Bldg. Katipunan Road, Balara, Quezon City  
June 2015 – September 2015
- *Project In Charge (Installation of GRP Tanks)*  
Prime Products Concepts Specialists Inc.  
Coats Manila Bay Compound, Lopez Jaena St., Brgy. Tañong, Marikina City  
February 2017 – May 2017
- *Project Associate (Operations Department)*  
Phil. Ecology Systems Corp.  
2<sup>nd</sup> Floor R-II Bldg. 136 Malakas St., Diliman, Quezon City  
October 2017 – August 2018
- *Engineering Associate (Engineering Department)*  
Phil. Ecology Systems Corp.  
2<sup>nd</sup> Floor R-II Bldg. 136 Malakas St., Diliman, Quezon City  
August 2018 – March 2019

### **Job Description:**

- *Provide assistance to AVP, OM and AOM – Operations and Engineering, Project Management and Construction Manager.*
  - *Prepares correspondence and documents related to assigned projects and facilitate archiving in line with filing procedure.*
  - *Coordinate between contractors for assigned projects.*
  - *Coordinates, review and assess sub-contractor's submittals.*
  - *Organize & coordinates meetings with contractors.*
  - *Assists in preparation of monthly progress reports to assigned projects.*
  - *Assists in preparation of bid proposals (Financial and Technical).*
  - *Prepares minutes of the meeting.*
  - *Maintains organized and detailed project files and records.*
  - *Prepares weekly billing of contractors.*
  - *Prepares the material request from site.*
  - *Checking of Purchase Order and deliverables.*
  - *Performs other related functions that may be assigned from time to time.*
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- *Jr. Safety Engineer Trainee (Safety, Health and Environment Department)*  
EEI Corporation  
12 Manggahan St. Brgy. Bagumbayan, Quezon City  
November 2019 – March 2020
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- *Jr. Safety Engineer (Safety, Health and Environment Department)*  
EEI Corporation  
**Assigned at Metro Manila Skyway Stage 3 Project**  
Aurora Blvd. corn G. Araneta to Balintawak, Quezon City  
March 2020 – February 2021
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- *Jr. Safety Engineer (Safety, Health and Environment Department)*  
EEI Corporation  
**Assigned at EEI Homebase**  
12 Manggahan St. Brgy. Bagumbayan, Quezon City  
February 2021 – Up to present

### **Job Description:**

- *Monitoring implementation of various safety program and procedures being enforced at site.*
- *Conduct daily surveys of construction operations to ensure compliance with client/government safety standards and regulations.*
- *Identify safety and initiate corrective measures by responsible supervision.*
- *Prepare injury reports, maintain required record keeping system and provide adequate documentation on occupational monitoring activities.*
- *Determine the required minimum Personal Protective Equipment applicable in the project and ensure its proper use at all times.*
- *Implement the existing Company Safety Programs as well as the Client's Rules and Regulations.*
- *Conducts internal audit surveillance at project sites.*
- *Conducts safety toolbox meetings.*
- *Conducts safety orientation classes for newly hired employees/workers.*
- *Coordinate instructions cascaded by immediate superior (Senior Safety Engineer)*

## KNOWLEDGE, SKILLS AND ATTITUDE

I have acquired and can demonstrate the following acquired outcomes necessary to the practice of the engineering profession:

- Use of modern techniques, skills and tools of the engineering practice in complex computing activities.
- Proficient in Microsoft Office (Word, Power point, Excel and Outlook)
- Analyze complex problems and identify and define the engineering requirements appropriate for solutions.
- Motivated team player with good written and oral communication skills.
- Systematic and organized, dedicated to work and display sense of urgency.
- Keen on learning new skills and experiences.
- Reliable and adaptable, can easily cope up with pressures and changing situations.
- Willing and able to do wide variety of tasks.

## SEMINARS AND TRAINING ATTENDED

- **Computer Skills Enhancement**  
*March 2018, Diliman, Quezon City*
- **Construction Occupational Safety and Health (COSH)**  
*(PEME) December 2 to 6, 2019, EEI Corporation, Quezon City*
- **Loss Control Management (LCM) Course**  
*(PEME) January 14 to 18, 2020, EEI Corporation, Quezon City*
- **Scaffolding Safety**  
*(PEME) January 21, 2020, EEI Corporation, AMG Training Center, San Ildefonso, Bulacan*
- **Safety on Lifting and Rigging Operations**  
*(PEME) January 22, 2020, EEI Corporation, AMG Training Center, San Ildefonso, Bulacan*
- **Standard First Aid & Basic Life Support – Cardiopulmonary Resuscitation (BLS-CPR) with AED Training**  
*(Philippine Red Cross) January 27 to 30, 2020, EEI Corporation, AMG Training Center, San Ildefonso, Bulacan*
- **COVID – 19 Contact Tracing**  
*(John Hopkins University through Coursera) May 7, 2021*
- **Appreciation Course on Environmental, Health and Safety Management System Standards – Based on ISO 14001:2015 and ISO 45001:2018 Standards**  
*(Synergized Macro Solutions, Inc), June 17, 2021, EEI Corporation, Quezon City*
- **17<sup>th</sup> National Occupational Safety and Health Congress (Building Resilient OSH Systems at the Enterprise Level: Best OSH Practices Amidst Crises,**  
*September 28 to 31, 2021, North Avenue cor. Agham Road, Diliman, Quezon City*
- **Orientation on Environment, Health and Safety – Related Laws and Regulations**  
*(Synergized Macro Solutions, Inc) February 21 & 22, 2022, EEI Corporation, Quezon City*
- **Course on Effective Internal EHMS Auditing – Based on ISO 19011:2018, ISO 14001:2015 and ISO 45001:2018 Standards**  
*(Synergized Macro Solutions, Inc), February 22 & 24, 2022, EEI Corporation, Quezon City*
- **Continuing Education for Internal EHSMS Auditors – Based on ISO 19011:2018, ISO 14001:2015 and ISO 45001:2018 Standards**  
*(Synergized Macro Solutions, Inc), February 28, 2022, EEI Corporation, Quezon City*

## EXTRA AND CO-CURRICULAR ENGAGEMENTS AND VOLUNTEER WORKS

- YGC Ocular Visit (Tree Planting)- (February 17, 2023)
- YGC Ocular Visit (Tree Planting)- (June 16, 2023)
- EEI Tree Planting Activity (September 30, 2023)

## CHARACTER REFERENCE

**Engr. John Michael Vincent Z. Muyot**  
*Safety In Charge – Homebase SHED*  
EEI Corporation  
+639178761992

**Engr. Wilfredo P. Sison Jr.**  
*Senior Manager – SHED*  
EEI Corporation  
+639171761812

**Engr. Michael D. Arguelles**  
*Assistant Vice – President SHED*  
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