

# Emma Rose V. Alvarez

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## WORK EXPERIENCE

### SM Development Corp.

*Assistant Project Development Manager*

**MOA Complex, Pasay City, PH 1300**

*September 6, 2023 – Present*

- Assists the Project Director in managing the assigned real estate projects of SMDC (pipeline, ongoing, and completed).
- Prepares initial financial runs as basis for pipeline project feasibility assessment and product conceptualization.
- Prepares project development timeline and ensures adherence to the set implementation targets of technical due diligence, design finalization, and permits application for pipeline projects.
- Prepares and recommends project pricing strategy, pricelist, and payment terms by analyzing financial scenarios impact.
- Ensures delivery of quality product through driving on-time and smooth turnover of residential units to the buyers in coordination with Engineering Department and Buyer Turnover Group.
- Leads the on-time and smooth turnover of common areas and equipment to the condominium corporation in coordination with Engineering Department and Property Management Department.
- Spearheads the project close-out.
- Provides critical assistance to Property Management, Buyer Turnover Group and Customer Service to address customer concerns.
- Oversees post construction activities and manages the budget to ensure NIAT margins are achieved.

### Asian Terminals Incorporated

*Assistant Manager – Planning & Control*

**Port Area, Manila City, PH 1018**

*October 2021 – August 2023*

- Leads a team of five (5) Maintenance Planners and Schedulers in forecasting, planning, and scheduling maintenance activities of port and terminal equipment and facilities assets using an Enterprise Asset Management System (EAMS MAIN PAC), delivering a >90% planned maintenance frequency compliance and >90% reliability of assets.
- Coordinates with Operations, Engineering maintenance execution team, Safety, Procurement, and Contractors to achieve seamless planning, scheduling, and execution of planned maintenance activities.
- Monitors and reviews full compliance to health, safety, and environment, statutory, original equipment manufacturer, and reliability-driven requirements and policies through establishing checklists and databases, resulting in zero-incident related to planned maintenance activities.
- Coordinates and implements policies and requirements for contractors, ensuring that all outsourced services comply with the company and government regulations and that all resources for maintenance activities are ready before execution, thereby efficiently utilizing the downtime of assets.
- Spearheads planned maintenance checklist review and updating to ensure tasks included in work orders are still relevant based on the criticality of asset components.
- Monitors and controls planned maintenance budget versus cost through timely work order details analysis.
- Prepares and monitors relevant planning and scheduling performance measures and conducts lean projects to improve performance as necessary.
- Leads continuous improvement projects for planning and scheduling to ensure that wastes are reduced if not eliminated, man-hours are allocated to value-adding tasks, asset defects are eliminated, and control measures to prevent the introduction of defects are implemented.

*Assistant Manager – Reliability Programs*

*August 14, 2019 – October 10, 2021*

- Strategized the implementation of the Reliability Program by establishing a program roadmap and leading the Engineering Division to improve the program maturity level and essentially promote a reliability culture.
- Spearheaded Component Criticality Analysis for critical port equipment to identify prioritization ranking of components for reliability-centered maintenance implementation.
- Led the failure mode effects analysis of the top critical components to strategically improve the defect elimination program, ensuring that failure modes associated with the identified critical components have an identified countermeasure.
- Worked in synergy with the maintenance planners and schedulers by communicating the maintenance strategy developed for critical components and assets and continuously improving the planned maintenance checklists.
- Prepared the Engineering maintenance and repair budget for equipment and facilities, monitored the division's adherence to budget, and recommended action plans on how to meet it.

*Management Trainee*

*October 23, 2018 – August 13, 2019*

- Spent nine months of on-the-job training with Safety, Container and General Cargo Operations, Engineering, IT, and Resource & Labor Services to learn port and terminal operations.
- Delivered a presentation on root cause analysis and countermeasures to the current challenges that the terminal was experiencing during my 9-month OJT.

#### **LICENSES AND CERTIFICATIONS**

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- *Certified Reliability Leader 153761* – Association of Asset Management Professionals *August 2023*
- *Professional Mechanical Engineer 0103306* – Professional Regulation Commission *May 2024*
- *Vibration Analyst: Category IM-139431-01* – Mobius Institute Board of Certification *April 2025*

#### **EDUCATION**

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**University of the Philippines Diliman.**  
*Bachelor of Science in Mechanical Engineering*

**Diliman, Quezon City**  
*Graduation Date: June 2018*

#### **SKILLS & INTERESTS**

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**Skills:** Communication | Stakeholder Management | Asset Management System (MAINPAC/MAXIMO/SAP) | Microsoft Office Apps | PROACT EasyRCA

**Interests:** Project Management, Maintenance Planning & Scheduling, Continuous Improvement, Data Quality, Analytics