

# ERNA JOY ESPITAL

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A professional civil engineer with expert knowledge in quantity surveying (pre and post construction and final accounts) and extensive exposure on building construction, infrastructure, and interior fit-outs.

## EXPERIENCE

**APRIL 2021 – PRESENT**

### **QUANTITY SURVEYOR ENGINEER – COMMERCIAL AND SUBCONTRACTS,**

ACCIONA-DL E&C JOINT VENTURE

**Project:** MALOLOS-CLARK RAILWAY PROJECT CP N02 (15.5 KM VIADUCT)

**Scope of Work:** Overall in-charge for subcontract – post construction commercial works including Subcontract's payment statement and payment certification, Contractor's Instruction to Subcontractor and Subcontract Variation Order, Subcontractor Approval Request, Formation of Major Subcontracts and Subcontract Register and Files.

#### **Responsibilities:**

- Provide support to Commercial Manager on the performance of post commercial under Main Contract includes collection of supporting documents and measurement from the Construction Department for Interim Payment, drafting of subcontract letters and other related matters.
- Provide support to the Contracts Manager on the performance of Variation and Claims includes reviewing and identifying the Main Contract and Subcontracts relevant information.
- Provide comprehensive assistance to the Subcontract Manager in the development and creation of Subcontract Agreement.
- Offer support and guidance to Construction Quantity Surveyors by addressing any questions or concerns they may have regarding subcontracting.
- Evaluation, Assessment and Issuance of Payment Certification for Subcontractor, Consultant and Supplier according to the Contract Manner of Payment.
- To make sure that all Bond and Insurance of the Subcontractor are valid until Completion of Works.
- Issuance of Contractor's Instruction and Preparation of Subcontract Variation Order.
- Assessment of Subcontractor's Claim and Contractual Disputes.
- Responsible for Formulation of Land Lease Contract and Preparation of Payment.
- Responsible for tracking and updating of the Subcontract Register and Files.
- Responsible for Securing Permits (Building Permit, Occupancy Permit, Bureau of Fire Protection Clearances, etc.) for the Temporary and Permanent Works.
- Review and evaluate the Subcontractor Profile and Submission to the Engineer/Employer (Client) for approval.

**NOVEMBER 2020 – APRIL 2021**

### **QS MANAGER, MEVBUILT INCORPORATED**

#### **Project:**

- ISLAND COVE MIXED-USED
- PANAMITAN MIXED-USED

**Scope of Work:** Leading the group of quantity surveyors in the engineering department, Overall person-in-charge in the preparation of competitive bid amounts and estimates for bidding being joined by the company which will have a reasonable profit that is realistic during implementation.

#### **Responsibilities:**

- Responsible for all costing estimating, cost planning, cost studies, cost monitoring and controlling measurement.

- Cost Control and Procurement advice and assistance.
- Preparing Bill of Quantities (BoQ) and tender document, and drafting of Contract Conditions
- Assessment of Subcontractor's claim and advice on contractual disputes.
- Effectively manage internal budget control, advice on cost limits and budget.
- Undertaking cost analysis for Construction Works.

#### **APRIL 2016 – AUGUST 2020**

#### **QUANTITY SURVEYOR ENGINEER, MEGAWIDE CONSTRUCTION CORPORATION**

##### **Project:**

- 88MLD LAS PINAS WATER RECLAMATION FACILITY
- THE PROSCENIUM (LINCOLN & LORRAINE TOWER)

##### **Achievements:**

- 2017 – Promoted from QS Engineer 1 to QS Engineer 2
- 2018 – Promoted from QS Engineer 2 to QS Engineer 3
- 2019 – Promoted from QS Engineer 3 to Office Supervisor

##### **Responsibilities:**

###### **As Project Site QS Engineer**

- Preparation of Bill of Quantity (BoQ) including quantity take off, costing and budgeting for Project Budgetary Cost to Complete.
- Identification of Scope of Works (SoW) and Construction Timeline for Work Package and Material Procurement Schedule (WPMS).
- Endorsement to Procurement Department the Site Requisition Form with full attachments which includes Bill of Material and Costing, Cost Comparison and Unit Rate Analysis for preparation of Job Order and Purchase Order.
- Coordination with Procurement Department for Technical Evaluation and Negotiation prior to Awarding and Finalization of Job Order.
- Collaborate with Accounting & Finance Department for the preparation of Monthly Profit and Loss Report and Annual Projected Cash Budget.
- Responsible for all Construction Operations Job Order and Purchase Order Request as per approved WPMS until completion of project.
- Reviewing of Technical Specifications and Bid Contract. To make sure all awarding and procuring of materials are complying.
- Responsible to make sure that all construction costs are managed resourcefully.
- Prepare and submit variation order.
- Collaborate with Accounting & Finance Department for the Project Closeout and Finance Accounts.

###### **As QS Engineer at Head Office**

- Handling various site projects. Gateway Mall 2 & Hotel, Cyberpark 2, Cold Storage, Albany International Finance Center, 8 Sunset Boulevard, One Fintech Tower, The Gentry Manor, and Mandani Bay Quay.
- Assessment & review of Proposed Project Budget Cost, and Work Package & Material Procurement Schedule.
- Evaluate & process Site QS request both Job Order and Material Procurement.
- Conduct Site Inspection to ensure all requests are properly used.

#### **SEPTEMBER 2014 – FEBRUARY 2016**

#### **QUANTITY SURVEYOR ENGINEER / PROJECT IN-CHARGE,**

#### **AENCARNACION REYES CONSTRUCTION CORPORATION**

##### **Project: (INTERIOR FITOUTS)**

- YOGA HIVE – SALCEDO
- MERALCO KIOSK – VALENZUELA
- ADDITIONAL CENTRE – DLSU MANILA

##### **Responsibilities:**

- Preparation of Quantity take off, costing and budgeting.
- Prepare and submit variation order.
- Responsible for the Technical Evaluation of Subcontractor prior to Awarding.
- Responsible for the monitoring of construction development to make sure were

- on the right track.
- Responsible for turnover of project with quality assurance on or before the deadline.
- Responsible for Closing out as we finished the project.
- Responsible to make sure that all construction costs are managed resourcefully.

**AUGUST 2013 – AUGUST 2014**

**OFFICE ENGINEER, R. A. PINGOL CONSTRUCTION**

**Responsibilities:**

- Handling various site projects. Residential & Commercial Warehouses.
- Preparation of Quantity Take-off and Costing
- Preparation of quality procedures on construction and inspection criteria & checklist which shall be implemented on the job site.
- Responsible to ensure that all materials & methodology are performed as per specification.
- Prepare progress billing report to client.

**JUNE 2012 – NOVEMBER 2012**

**FABRICATION DRAFTER, BENSON WALL SYSTEM PHILIPPINES, INC.**

**Responsibilities**

- Create, maintain, and revise fabrication drawings.

**AUGUST 2010 – OCTOBER 2010 (INTERN)**

**LABORATORY TECHNICIAN,**

**PHIL. HATTORI CONSTRUCTION DEVELOPMENT CORPORATION**

**Responsibilities**

- Conduct testing for moisture content of aggregates.
- Site visit before concrete pouring
- Prepare weekly reports.

**JUNE 2010 – JULY 2010 (INTERN)**

**MATERIAL ENGINEER,**

**GLOBE ASIATIQUE REALTY CORPORATION HOLDINGS**

**Responsibilities**

- Read and understand construction drawings and plans.
- Conduct site inspection
- Material Monitoring

**JUNE 2007 – OCTOBER 2007 (INTERN)**

**CADETTE ENGINEER,**

**ASIA AMERICA TECHNOLOGICAL INDUSTRIES CORPORATION**

**Responsibilities**

- Read and understand construction drawings and plans.
- Prepare weekly reports.
- Material Monitoring
- Attends site meeting with engineers, architect and owner.
- Conduct site inspection

**PROFESSIONAL AFFILIATIONS**

**TECHNICAL MEMBER, PHILIPPINE INSTITUTE OF CERTIFIED QUANTITY SURVEYORS**

**MEMBER, PHILIPPINE INSTITUTE OF CIVIL ENGINEERS, INC.**

## EDUCATION

**OCTOBER 2011**

**B. S. CIVIL ENGINEERING**, RIZAL TECHNOLOGICAL UNIVERSITY

Mandaluyong City, Metro Manila Philippines

**MARCH 2008**

**CIVIL ENGINEERING TECHNOLOGY**, VALENZUELA CITY POLYTECHNIC COLLEGE

Valenzuela City, Metro Manila Philippines

**AUGUST 2011**

**STAAD PRO VI**, MICROCADD TECHNOLOGIES

Quezon City, Metro Manila Philippines

**JUNE 2008**

**AUTOCAD 2008 WITH COLOR RENDERING LEVEL I & II**,

MICROCADD TECHNOLOGIES

Quezon City, Metro Manila Philippines

**MAY 2008**

**SHIELDED METAL ARC WELDING NCII**, VALENZUELA CITY POLYTECHNIC COLLEGE

VALENZUELA CITY, METRO MANILA PHILIPPINES

## SKILLS

- QUANTITY TAKE-OFF AND COSTING
- COST CONTROL
- BUDGET MONITORING
- FINAL ACCOUNTS
- CONTRACT AND SUBCONTRACTS
- CLAIMS AND VARIATION
- PROCUREMENT
- FIDIC

## SEMINARS AND TRAININGS

**COMMERCIAL MANAGEMENT: MANAGING IN CHALLENGING CIRCUMSTANCES.**

PHILIPPINE INSTITUTE OF CERTIFIED QUANTITY SURVEYORS

**BACK TO BASICS IN FORSEEING OUR FUTURES IN CIVIL ENGINEERING**

PHILIPPINE INSTITUTE OF CERTIFIED QUANTITY SURVEYORS

**INTERPERSONAL COMMUNICATION WORKSHOP**

MEGAWIDE CONSTRUCTION CORPORATION

**ADDED VALUE OF A QUANTITY SURVEYOR IN PRE AND POST CONTRACT STAGES**

PHILIPPINE INSTITUTE OF CERTIFIED QUANTITY SURVEYORS

**BUILDING TOMORROW TODAY” - MIDYEAR NATIONAL CONVENTION 2018**

PHILIPPINE INSTITUTE OF CIVIL ENGINEERS

**REINFORCED CONCRETE WORKS AND MASONRY WORKS**

CONSTRUCTION MANPOWER DEVELOPMENT FOUNDATION

**STAAD APPLICATION SEMINAR AND WORKSHOP**

PHILIPPINE INSTITUTE OF CIVIL ENGINEERS - RTU