

GENEVIEVE D. HALASAN

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QUANTITY SURVEYOR

Perceptive Quantity Surveyor offering eight years of experience in developing and managing project estimates by coordinating with colleagues and clients. Successful in devising bid proposals in line with client specifications and objectives through clear communication and attention to detail. Driven to minimize costs by continually comparing project costs to estimates and coordinating with leaders on cost-cutting methods.

KEY COMPETENCIES

Supervisory Experience
Data Collection
Estimation and Bidding

Proposal Writing
Negotiations
Progress Billing

Project Coordination
Communication
Proposal Analysis

PROFESSIONAL QUANLIFICATIONS

- Performed measurements for structural and architectural works to prepare cost estimates for projects.
 - To ensure the bid preparation process complies with the business compliance requirements.
 - Calculated correct costs for project-specific goods and services by gathering information from team members, sub-contractors and vendors.
 - Utilized cost estimation systems to document project information, create estimates and revise project costs to reflect current data.
 - Maintained privacy and confidentiality of all information for existing and prospective clients to protect personal and business interests.
 - Provided accurate estimates by defining scope, timelines, potential setbacks and limitations.
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EXPERIENCE

Quantity Surveyor -
Supervisor
Redland Properties, Inc.
Cebu City, Philippines
April 2019 - Present

Site Engineer
RGL Construction
Trece Martirez, Cavite,
Philippines
January 2018 - March 2019

Quantity Surveyor - Tender
Department
Seogwoo E & C Co., LTD
Myanmar
June 2016 - December
2017

EDUCATION

MANUEL L. QUEZON UNIVEERSITY
Bachelor of Science in Civil Engineering

REFERENCES

1. Mr. Leo Zhao / +8618602466065 / greatlionmax@hotmail.com
 2. Mr. James Yang / +639957724836 / 2630112419@qq.com
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