

Jaycee Christian T. Bautista



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A dependable employee seeking an opportunity to expand skills and contribute to company success. Considered hardworking, ethical, and detail-oriented.

Experience

JULY 2019 – PRESENT (SENIOR ENGINEER)

NATIONAL HOUSING AUTHORITY REGION 8 OFFICE/ Palo, Leyte, Philippines

- Interpreted layouts, drawings, and engineering reports to determine the course of action.
- Review of the Proposed, Variation Order and As-Built of the Land Development and Housing Plan and submit the same for consideration and/or approval of the Management.
- Conducts site inspection of projects.
- Prepares and/or review project feasibility studies, project cost estimates, work schedule, and other related documents and packages and submits the same for consideration and/or approval of the Management.
- Defined engineering problems, collected data, established facts, and drew conclusions to solve project issues.
- Collaborated with other departments to facilitate successful project completion.
- Developed and implemented procedures to verify compliance with engineering standards.
- Created detailed reports on engineering activities and findings.
- Prepares Memoranda, and letter replies to other Department / Districts and/or agencies
- Member of the Technical Working Group of the Regional Office Bids and Awards Committee (BAC), prepares the necessary Minutes of Meetings, BAC Resolutions, and conducts Post-Qualification.

MARCH 2019 – JUNE 2019 (SITE ENGINEER)

BNC CONSTRUCTION AND REPAIR SERVICES/ Ormoc City, Leyte, Philippines

- Daily supervision of project/site.
- Updates activities throughout the project.
- Responsible for all matters in relation to coordination and control of construction and/or other related CE works.

Skills

- Technical Reporting
- Ability to multitask
- Work Planning
- Attention to detail
- Time Management

Education

APRIL 2018

Bachelor of Science in Civil Engineering/Eastern Visayas State University-Main Campus,
Tacloban City, Leyte, Philippines

Certifications

Licensed Civil Engineer