

MAGLALANG, PAULINE MAE FLORES

Maries Ville, Pasong Tamo, Quezon City
0951-603-0565
paulinemaemaglalang@gmail.com



OBJECTIVE:

To apply my knowledge and skills in the best possible way to achieve the company's goal and build opportunities for career growth.

PERSONAL INFORMATION:

Age : 24
Date of Birth : May 31, 1999
Sex : Female
Civil Status : Single
Citizenship : Filipino

EXPERIENCES:

Makati Development Corp.

AutoCAD Operator - Land Development
Ayala Greenfields Estate Project – Calamba, Laguna
August 2022-Present

- As-built Drawing
- Lot Information Planning
- Shop Drawing
- Drainage, Sewer, Civil, Electrical and Auxiliary Plans

Mundo Builders Inc.

AutoCAD Operator/ Draftsman
University of Sto. Tomas, Sta. Rosa Campus Innovation Center Project
September 2021-July 2022

- Architectural Drawings and Details
- 2D/3D Shop Drawing
- As-Built Drawings

Simbahay Realty and Development Corp.

AutoCAD Operator/Draftsman
April 2019- September 2021

- Land Property Consolidation and Research
- Subdividing
- Flyers and Advertisement
- Architectural Plans and Design

EDUCATIONAL ATTAINMENT:

Tertiary:

Bachelor of Science in Industrial Technology

major in **Architectural Drafting Technology**

Laguna State Polytechnic University — San Pablo City Campus

Brgy. Del Remedio, San Pablo City, Laguna 2015-2019

SKILLS:

- Knowledgeable on Microsoft Operations; MS Word, MS PowerPoint, MS Excel and MS Publisher
- Good communication skills
Computer Literate

SEMINAR/S ATTENDED:

English Skills and Employability Skills Training Program (EST/ESP) WorldWideLink Educational Development Inc. (WED Inc.)

Laguna State Polytechnic University- San Pablo City Campus

Brgy. Del Remedio, San Pablo City, Laguna

November 11-13, 2017

CHARACTER REFERENCE:

Mrs. Jenalyn Otero

Document Specialist

Simbahay Realty and Development Corp.

0928-954-6422

I hereby certify that the above information is true and correct to best of my knowledge and belief.