Renee Justine Chaclag

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SUMMARY

I am a licensed civil engineer in the Philippines with nine years of experience in managing construction projects for both horizontal and vertical infrastructure. I pay close attention to details, enjoy a positive mindset, and thrive in challenging environments. I take pride in my dedication, principles, and trustworthiness, which help me build strong professional relationships. My goal is to deliver quality work that meets and exceeds client expectations.

SKILLS

Microsoft Office (word, excel, and PowerPoint), Administrative work

AutoCAD, Quantity Take-off, Construction Management, Planning and Budgeting, Quantity Surveying

EXPERIENCE

Aug. 2020 to November 2023

DILG-CAR Kalinga, PHIL

Engineer II Contract of Service, Department of Interior and Local Government (DILG)

- Provided Technical Assistance, Validate, Supervise, collected measurements, and assessed conditions of all projects under the Local Government Unit (LGU) Locally Funded Projects (LFP) of the DILG-DBM Program
- Inspected and monitored Project sites and conform to design specifications and safety standards
- Assisted and Facilitated Training and meetings
- Prepare terminal reports and section budget report
- Review material and labor costs

Aug. 2018 to December 2019

DILG-CAR Kalinga, PHIL

Engineer III Contract of Service, Department of Interior and Local Government (DILG)

- Provided Technical Assistance, Validate, Supervise, collected measurements, and assessed conditions of all projects under the Local Government Unit (LGU) Locally Funded Projects (LFP) of the DILG-DBM Program
- Inspected and monitored Project sites and conformed to design specifications and safety standards
- Assisted and Facilitated Training and meetings
- Prepare terminal reports and section budget report
- Review material and labor costs

April 2015 to February 2018

Makati City, Manila, PHIL

Quantity Surveyor, Century Limitless Corporation – Century Properties Group Inc. (CLC-CPGI)

- Prepared estimates of all architectural works and landscapes for condominium projects
- Prepared bill of quantities used by management for planning, budgeting, and bid reports
- Updated and maintained a database of suppliers and contractors

- Collected data and information from suppliers, contractors, and teammates to determine exact costs for all aspects of each project
- Review material and labor cost

July 2013 to March 2014
Santa Rosa, Laguna, PHIL

Assistant Quantity Surveyor, Makati Development Corp. (MDC)

- Prepared quantity take-off/estimates and bill of quantities of all Land Development Projects
- Prepared bill of quantities used by management for planning, budgeting, and bid reports
- Prepared weekly and monthly progress and budget reports
- Communicated and negotiated with developer clients to evaluate quality and contract pricing negotiations
- Analyzed drawings and other documents to prepare cost and labor estimates

July 2012 to June 2013
Tabuk City, Kalinga, PHIL

Civil Engineer Job Order, Local Government Unit Tabuk City

- Prepared Program of work (POW) and Detailed Engineering Design (DED)
- Inspected project sites
- Monitored progress and conform to specifications and standards

EDUCATION

June 2006 to March 2011

Bachelor of Science in Civil Engineering (BSCE)
Saint Louis University (SLU)
Baguio City, Benguet, PHIL

TRAINING

DILG Trainings

October 17-18, 2023	Orientation on Green Building
June 15-17, 2022	Training on the Preparation of the DED for the Vertical Structures using STAAD
April 5-7, 2022	Training on Results-Based Monitoring and Evaluation (RBME)
March 29-30, 2022	Training on Infrastructure Project Management Systems
March 9-11, 2022	Training on Contract Management and Construction Supervision (CMCS) for Municipal Local Government Units
May 19-20, 2021	Orientation on the Quality Assurance Assessment Report (QAAR)

Philippine Institute of Civil Quantity Surveyor (PICQS)

February 27, 2021	Effective Communication for Quantity Surveyors and Engineers
January 21, 2017	Guidance and Mentoring Program

Upswing Learning Center
August 12, 2019 Sustainable Traffic Engineering Design and Management in Road Intersection

Microcadd Institute Inc.
April 21-June 17, 2017 AutoCadd 2D and basic 3D Comprehension