



# PATRICIA ELIZABETH F. GO

LICENSED CIVL ENGINEER | PATRICIAE97.GO@GMAIL.COM  
BLK 59 LOT 21 J. YULO STREET KATARUNGAN VILLAGE  
MUNTINLUPA CITY, 1776 PHILIPPINES  
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## SUMMARY

Meticulous and efficient project coordinator with experience in managing cross-functional teams to deliver complex projects on time and within budget. Strong communicator with excellent problem-solving skills.

## EXPERIENCE – WORK EXPERIENCE

### OFFICE ENGINEER • OFFICER IN CHARGE • JULY 2022 • FEBRUARY 2024

From July 2022 to February 2024, I worked at JAP Construction & Development Corporation. I am the Officer in Charge where my job function is to monitor construction site progress, managing routine and complex issues to keep tasks on tracks and costs within budget. Further, my work also includes coordinating with external clients/customers when I estimate materials, equipment and labor needed for construction activities and secured resources needed to facilitate completion and delivery of projects.

### OFFICE ENGINEER • COST ESTIMATION DEPARTMENT • JAN 2022 • JUNE 2022

From January 2022 to June 2022, I worked at MOF Company (Subic Inc.). I was part of the Cost Estimation Department where my job function was to prepare cost estimates and bids for our clients. This experience developed my communication skills with my direct supervisor and colleagues. Further, it developed my analytical skills in terms of identifying factors that affect management decisions such as costs and quality of service.

## EXPERIENCE – ON-THE-JOB TRAINING

### DMCI HOMES • ENGINEER • FEB 2019 • MAY 2019

The project was the construction of Oak Harbor Residences at Jackson Ave, Asiaworld City, Brgy. Don Galo, Parañaque City.

### TOKWING CONSTRUCTION CORPORATION • ENGINEER • MAY 2019 • JULY 2019

The project was the construction of a 23-Storey with Roof Deck Office Building for Philippine Statistics Authority (PSA), at PSA Complex, East Ave, Diliman, Quezon City.

### DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS (DPWH) • ENGINEER • MAY 2019 • JULY 2019

The project was the construction of Bonifacio Global City – Ortigas Link Road Project, at J.P. Rizal St., Guadalupe, Makati City.

## SKILLS

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- Expense Management
- Project Database Management
- Administrative Support
- Team Management
- 2D and 3D Construction Design
- Oriented in VISSIM, Sketch Up, and Microsoft Office
- Project Coordination
- Cost and Material Estimations
- Document Control

## EDUCATION

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**BS CIVIL ENGINEERING • MARCH 2020 • MAPUA UNIVERSITY**

### CIVIL ENGINEERING BOARD EXAM

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Passed the Civil Engineering Licensure Examination that I took last November 14-15, 2021.

### LEADERSHIP EXPERIENCE

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From June 2018 – May 2019, I was the Secretary of American Concrete Institute Philippines – Mapúa Student Chapter. My position helped me become resilient to pressures and learned to handle stress brought both by academic and secretary duties productively.

### TRAINING/S ATTENDED

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- Basic Non-Life Insurance Course was conducted from (November 09, 2020 – November 26, 2020) – IIAP
- Traditional Life Insurance Licensing Course (was conducted April 07, 2021) – AXA Philippines
- PASSED: Traditional Life Insurance Examination (May 29, 2021) – IIAP
- An Introduction to Autocad 2D & 3D (was conducted from May 24, 2021 – May 27, 2021) – XTSTRUCTURES ENGINEERING CONSULTANTS
- STAAD.PRO Connect Edition Fundamentals Beginner's Training (was conducted from June 14, 2021 – June 17, 2021) – XTSTRUCTURES ENGINEERING CONSULTANTS