

Mary Rose H. Casimiro

Civil Engineer / Commercial Manager

Experienced civil engineer with strong leadership and relationship-building skills. Highly ambitious, with background in Construction Operations, Contracts and Commercial, Engineering, Bids and Estimates.



Contact

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Skills

MS Excel ●●●●○

MS Powerpoint ●●●●○

Other MS Office Applications ●●●○○

Presentation Skills (Public Speaking, Selling) ●●●●○

Negotiation (contract, claims, variation orders) ●●●●●

Office Management (including time management, staff and other related works) ●●●●●

Relationship building and rapport ●●●●●

Strategic Planning ●●●●○



Work History

2022-11 - Present

Commercial Manager

D.M. Consunji, Inc., Makati City

Projects Undertaken:

CAMANA Water Reclamation Facility
January 2021 – Present

Duties and Responsibilities:

- Reviews project correspondences and contribute inputs to protect the company contractually and commercially.
- Initiate actions to improve cashflow and improve margins that include contract reviews.
- Review subcontract agreements, conditions, payments, claims and final accounts.
- Manages Commercial Team; trains and appraises Engineers in Commercial Team.
- Oversee and ensures timely and accurate delivery of team members tasks
- Continues to develop the skills of the workers by providing learning sessions and work assessment
- Mentors the new engineers as part of the development program
- In charge of checking reports on quotations, bids, contracts and costing ensuring that these complies with projected budget
- Checks, reviews, and signs outgoing documents such as cost proposals for Variation Orders, Subcontractor's Certificate for Payments and evaluation of Subcontractor's Proposal
- Reports presentations to the management during OPCEN reporting, cost review, excom reports and other reports required by Project Manager and Strategic Business Unit Head
- Prepares and submits of various billings to owner such as monthly progress billings for original contracts and additional works, labor escalation billings and others that may require to do
- Represents the company during reconciliation meetings of various commercial concerns

2018-10 -
2022-10

Commercial Head

D.M. Consunji, Inc., Makati City

Projects Undertaken:

North South Commuter Railway Depot Project
June 2020 to December 2020

Valenzuela Pipelaying Project
February 2020 – June 2020

CAMANA Water Reclamation Facility
October 2019 – February 2020

Utilities & Plants SBU Engineering Department
July 2018 – October 2019

Duties and Responsibilities:

- Oversee and ensures timely and accurate delivery of team members tasks
- Continues to develop the skills of the workers by providing learning sessions and work assessment
- Mentors the new engineers as part of the development program
- In charge of checking reports on quotations, bids, contracts and costing ensuring that these complies with projected budget
- Checks, reviews, and signs outgoing documents such as cost proposals for Variation Orders, Subcontractor's Certificate for Payments and evaluation of Subcontractor's Proposal
- Validates plans, specification and cost to initiate request for purchase of needed materials in relation with the on-going activity
- Reviews and evaluates of performance reports like cost report and audit reports
- Reports presentations to the management during OPCEN reporting, cost review, excom reports and other reports required by Project Manager and Strategic Business Unit Head
- Prepares and submits of various billings to owner such as monthly progress billings for original contracts and additional works, labor escalation billings and others that may require to do
- Represents the company during reconciliation meetings of various commercial concerns

2013-09 -
2018-06

Head Office Engineer / Sr. Quantity Surveyor

D.M. Consunji, Inc., Makati City

Projects Undertaken:

Immaculate Concepcion Academy New High School Building

June 07, 2017 to June 2018

Production and Transmission Flow Metering (P1 & 2a)

May 2016 to June 06, 2017

50ML Sacred Heart Reservoir

April 2016 to June 06, 2017

Proposed 700mm dia Supply Improvement Pipelaying Along Quirino Highway

June 2015 to December 2015

Proposed 1200mm dia Supply Improvement Pipelaying Along La Mesa Road

June 2015 to December 2015

Water SBU Engineering Department

February 11, 2015 to June 2015

Payatas Pipelaying

June 06, 2014 to February 10, 2015

Valenzuela Pipelaying

September 02, 2013 to June 05, 2014

North A 6th Pump and Valve Replacement

September 2013 to January 2014

Duties and Responsibilities:

- Perform support function in assisting operations in technical information dissemination, operational activities, productivity reports and document management, ensuring accuracy and timely delivery
- Studies the Plans, Specifications, Contract and the Bill of Quantities for possible variation orders
- Prepares all documents to be submitted to the Client as stated in the contract including regular and special reports, billings, cost proposals, submittals, etc.
- Prepares the rehash of the Bill of Quantities to be used as the main guide and reference for project implementation
- Reviews the summary estimates and initiates request for purchase of materials in relation to the on-going activities and budget allocation
- Reviews and evaluates performance reports like cost report and audit reports
- Reports presentations to the management during OPCEN reporting, cost review, excom reports and other reports required by Project Manager and

2008-02 -
2013-09

Office Engineer / Quantity Surveyor

D.M. Consunji, Inc., Makati City

Projects Undertaken:

MIS Department (SAP Implementation)

January 16, 2013 to September 01, 2013

Water SBU Engineering

May 18, 2010 to January 15, 2013

New Villamor Pump Station and Reservoir

June 22, 2009 to May 17, 2010

Proposed 900mm dia Pipe Replacement in Cavite City

November 04, 2008 to June 20, 2009

**Proposed 600mm dia Primary Mainline along MagdiwangSt.
(fr. Putol/San Juan St. to Noveleta Reservoir),
Kawit/Noveleta, Cavite**

February 04, 2008 to October 31, 2008

Duties and Responsibilities:

- Perform support function in assisting operations in technical information dissemination, operational activities, productivity reports and document management, ensuring accuracy and timely delivery
- Studies the Plans, Specifications, Contract and the Bill of Quantities for possible variation orders
- Prepares all documents to be submitted to the Client as stated in the contract including regular and special reports, billings, cost proposals, submittals, etc.
- Prepares the rehash of the Bill of Quantities to be used as the main guide and reference for project implementation
- Reviews the summary estimates and initiates request for purchase of materials in relation to the on-going activities and budget allocation
- Reviews and evaluates performance reports like cost report and audit reports
- Reports presentations to the management during OPCEN reporting, cost review, excom reports and other reports required by Project Manager and Strategic Business Unit Head
- Represents the company during reconciliation meetings of various commercial concerns

2006-12 -
2008-01

Civil Engineer

Qualitest Solutions Technologies, Inc.

Projects Undertaken:

Silo Construction at Holcim Plant (Davao City)

December 2006 – February 2007

Position: QA/QC

Rehabilitation of Container Yard Pavement (Unifrutti Philippines, Inc.)

April 2007 – October 2007

Position: QA/QC

Duties and Responsibilities:

- Conduct Laboratory Test for Soil Classification and Characteristics
- Conduct Field Density Tests
- Review and Evaluate Soil Testing Result



Education

2001-2006

Bachelor of Science: Civil Engineering
University of Southeastern Philippines
Davao City, Philippines