

ARVIN KENNETH R. ILAGAN

AutoCAD Draftsman



CONTACT INFO

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Karsada Batangas City 4200

SKILLS

- AutoCAD
- Sketchup
- BricsCAD pro
- Autodesk Navisworks Freedom
- Microsoft Office (Excel, Word, Outlook, Teams)
- Construction knowledge
- Project Drawings Management
- Communication
- Team Player
- Work under pressure
- Attention to detail
- Problem Solving

CERTIFICATES

- National Certificate II in Technical Drafting
- National Certificate I in Mechanical Drafting

Personal Info

Date of Birth: September 6, 1993

Marital status: Married

Nationality: Filipino

PROFESSIONAL SUMMARY

AutoCAD Draftsman / Drafter is highly effective in creating plans, such as Architectural drawings, Civil, Structural, Constructions drawings. Preparation of shop drawings.

Driven to cultivate a productive relationship between disciplines to facilitate communication and project completion. Adept at producing high-quality plans, component details. Sincere and enthusiastic individual. Having the ability to work hard, can be counted on to get a job accurately fast, a productive team member to achieve a goals and objectives of the company.

CORE COMPETENCIES AND TECHNICAL SKILLS

- Interpreted technical drawings, blueprints, schematic and computer-generated reports to make revisions to CAD drawings.
- Solid AutoCAD proficiency thorough working knowledge of model/layout space, xrefs, blocks, viewports, layers, orthographic and snap settings, scaling, dimensioning.
- Ability to work under pressure and contribute work positively in a team environment.
- Proficiency in engineering terminology specifications and drafting techniques.
- Strong attention to detail and can work independently with minimal supervision.
- Strong passion in drafting that motivates me to continuously develop and improve myskill sets.
- Ability to communicate effectively with managers and peers, both written and verbally.

PROFFESIONAL EXPERIENCE

CAD Drafter

McConnell Dowell – Philippines

August 2021 to February 2023

(FGEN-LNG Project Multi-Purpose Jetty and Gas Receiving Facility)

- Analyze, study, and review all pertinent project documents given by the Lead Engineer / immediate superior. Prepares and updates drawing list / control in every issuance of drawings. Prepares & checks cutting list / cutting plan in accordance with established Engineering procedure. Provides assistance to Lead Engineers in the scheduling and implementation of various Engineering activities within area of responsibility and the preparation of project related drawings actions. May be assigned on other duties within level of competence. Prepares fabrication drawings in accordance with project requirements & pre-established Engineering Standards Manual. Prepares necessary revisions caused by drawing implications. Performs field verification as needed.
- Ensured compliance of all drawings with required design specifications and standards.
- Preparing engineering design and shop drawings for architectural, structural, civil, electrical, mechanical and marine works.

EDUCATION

Drafting / AutoCAD Technology

University of Batangas

Hilltop, Batangas City Philippines
(A.Y. 2014-2016)

Industrial Instrumentation

Technology

University of Batangas

Hilltop, Batangas City Philippines
(A.Y. 2012-2014)

High School

Sta. Teresa College

Bauan, Batangas Philippines
(S.Y. 2006-2010)

Elementary

Sta. Rita Elementary School

Sta. Rita Karsada, Batangas City
Philippines
(S.Y. 2006-2010)

CHARACTER REFERENCE

Billy Flores

HR Officer of McConnell Dowell
Philippines, Inc.
0968-857-2736/0939-915-7863

Abelardo T. Ilagan

Board of Director of Hood-EPC Corp.
0916-400-4503

Arch. Princess F. Salcedo

General Manager of Francisco
Salcedo Construction Services
0955-366-8979

- Develop and prepare design sketches construction sequence, methodology and barbending schedule.
- Plot coordinates using CAD given by surveyors for an accurate location and presentation of the drawings.
- Produce CAD drawings, based on the existing or proposed designs, communicated through sketches, written and verbal communication.
- Create as-built drawings.

CAD Operator

Hood-EPC Corporation - Philippines August 2019 to September 2020

- Create drawings based on the plan of Engineer in charge.
- Making and editing architectural, civil, electrical and mechanical plans for presentation using AutoCAD programs.
- Create design and working details drawing on 2D and 3D.
- Monitor project progress and communicate with the managing director daily accomplishment report.
- Supervise site activities.
- Responsible for the meeting with client at site.
- Maintaining time sheets and accurately inputting time and attendance of workers onsite. Ensuring time sheet are submitted and received by employee on time to issue accurate payroll adjustments.
- Making report for project progress and activities.
- Multi-tasking.

Draftsman and Site Supervisor

Francisco-Salcedo Construction Services - Philippines September 2017 to July 2019

- Create drawings based on the specifications provided by Architect.
- Fill in technical details using drawings, rough sketches, specifications and calculations made by architect.
- Drafting all architectural plans (medium rise commercial building, residential house/villa, renovation, mall stall, kiosk) designed and sketched by architect.
- Making and editing architectural plans for presentation using AutoCAD. Performed all works assigned by architect/superior.
- Create design and working details drawing on 2D and 3D.
- Supervise site activities.
- Monitor project progress, communicate with the general manager for daily accomplishments.
- Maintaining time sheets and accurately inputting time and attendance of workers onsite. Ensuring time sheets are submitted and received by employee on time to issue accurate payroll adjustments.
- Monitors and maintains current inventory of materials and tools; processes purchasing orders as required; tracks orders and investigates problems.
- Processes and documents return as required following established procedures and approve invoice payment of the client.