


## CURRICULUM VITAE

**JONARD PEREZ**



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Date of Birth: July 13, 1986

Nationality: Filipino

Visa Status: Tourist Visa

Current Address: Khalidiya,  
Abu Dhabi, UAE

### Career Objective

To pursue a long term in a professional organization and work in a challenging environment whereby my knowledge and skills can be utilized in the best possible way for the fulfillment of the organizational skill.

### Professional & Academic Qualification

**Certification for Project Planning & Control**  
Knowledge Plus Academy, Philippines, May 2013

**Civil Engineering Licensure Examination Passer**  
Manila, Philippines, November 2008

**Bachelor of Science in Civil Engineering**  
Batangas State University, Philippines, 2003- 2008

### Key Experience (Previous)

Professional Civil Engineer with a total of 8 Years' experience ( 2 Years in UAE and 6 Years in the Philippines), skilled in all aspects as of **Tender Estimation, Quantity Surveying, Planning and Cost Monitoring** for major Civil Engineering Projects like High-Rise Towers, Residential, Commercial, Industrial Buildings, Mosques, School & Villas, etc.

### Technical Profile

**Packages :** MS Office (MS Excel, MS Word, MS PowerPoint, MS Project)

**Software:** Planswift, Oracle, Adobe reader and writer, Nitro Pro

**Design Software:** Basic AUTOCAD, Primavera

## CAREER SUMMARY

1. Tornado General Contracting and Maintenance LLC, Abu Dhabi, United Arab Emirates as QUANTITY SURVEYOR from August 2015 - April 2018 (2 Years & 9 Mos)

### Roles and Responsibilities

- Taking off quantities and preparation of bill of quantities.
  - Review bid documents and construction technical specifications
  - Prepares estimates of quantity and material required for the project
  - Prepares cost analysis on quotation to be submitted for bids
  - Prepares/Collects Technical Proposal such as Company licenses, Certificates, Const. Methodology, Manual, etc
  - Manages Online Tender for Government projects under ADAC, Musanada, etc.
  - Coordinates with prospective trades that can be part of prospective projects
  - Prepares queries and request for information to designers for items with incomplete schedule and design
  - Analyze the scope of tender and sourcing for supplier & sub-contractor.
  - Conduct Site Inspection of the project that is going to bid.
  - Liaise with stakeholders and support management decisions by providing appropriate cost information and data through Monthly Cost Report
  - Analyze supplier quotes and provide information and data, which aids communication with suppliers and customers and achieves cost optimization
  - Prepares Monthly Billing for On-going Projects
  - Evaluate and Monitors Subcontractor Monthly Payment Certificate
2. Datem Incorporated, Manila, Philippines as CIVIL ENGINEER from February 2009 - March 2015 (6 Years)
    - a. PLANNING ENGINEER From May 2013 - March 2015
      - Liaise with the commercial / business support group with respect to time-writing.
      - Liaise with the engineering / construction groups with respect to progress reporting.
      - Assist with the preparation of weekly and monthly planning / progress reports.
      - Ensure compliance with the work breakdown structure and coding.
      - Assist with maintaining performance measures for productivity, rework and achievement against plans.
      - Recognize and modify plans arising from the impact of variations.
      - Assist with improvements in planning standards, procedures, processes, and systems.
      - Advise and assist all users and sponsors of the plans, including process owners.
      - Analyze project expenditures and budgets, reviewing and administering contracts and alerting management about issues or problems that may hinder project completion.
    - b. SITE QUANTITY SURVEYOR from July 2012 - April 2013
      - Estimates construction plans for the preparation of budget amount and compare it to the bid amount.
      - Provide a change order proposal or variation order after receiving & studying the Project Manager's Instruction.
      - Had reconciliation for the changes in bid plans to for construction drawing and additional works to the head cost engineer of the owner's representative.
      - Study the Contracts to be able to know the limitations of a contractor to the owner & vice versa.
    - c. OFFICE ENGINEER/TENDER QUANTITY SURVEYOR from March 2010 - July 2012
      - Taking off quantities and preparation of bill of quantities.

- Attends to pre-bid conference
- Review bid documents and construction technical specifications
- Prepares estimates of quantity and material required for the project
- Prepares cost analysis on quotation to be submitted for bids
- Coordinates with prospective trades that can be part of prospective projects
- Prepares queries and request for information to designers for items with incomplete schedule and design
- Analyze the scope of tender and sourcing for supplier & sub-contractor.
- Attended clarification meetings for negotiation of the project

d. **SITE QA/QC ENGINEER from February 2009 - March 2010**

***Rebar Cutting-list Engineer***

- Prepares the rebar cutting list of slab, beam, girder, column, shearwall, etc

***QA/QC Engineer (Structural)***

- Responsible in insuring compliance with minimum standards of material and workmanship in order to insure the performance of the facility according to the design
- Monitors and evaluate the various aspects of a project, service, or facility to ensure that standards of quality are being met

***Documentation Engineer***

- Monitors and review the in-coming and out-going construction documents such as work permit, inspection request, concrete pouring request, etc

***Materials & Material Testing Engineer***

- Monitors the sampling of the materials to be used in testing, specifically of rebar, concrete and CHB
- Attends/Witness the tension and bend test of rebar
- Attends/witness the compressive strength of fresh concrete

**Major Projects Handled**

No.	Project Name & Description
1	<b>ONE SHANGRI-LA PLACE PROJECT:</b> General Construction Works, Superstructure Package works for 2 Tower, 65-Storey High Rise Residential Tower with 10 Level Common Basement Parking, Grand Lobbies and, Retail Mall at Shangri-la Place Ortigas Mall.
2	<b>GRAND HYATT RESIDENCES PROJECT - PHASE 2:</b> General Construction Works, Superstructure Package for Phase 2, 45-Storey residential tower and situated of 6 Level Podium areas. Consisting of 28-level residential levels, 11 penthouse levels, 1 amenity level, helipad atop of mechanical and roof deck level.

**PERSONAL PROFILE**

- Professional behavior bound to create excellent teamwork, good working attitude, receptive to training and supervision but can work independently
- Willing to learn, hardworking, creative and resourceful
- Self-driven, committed to quality and possess the initiative to excel
- With good communication skills

**DECLARATION**

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

**Jonard Perez**  
Civil Engineer