

Jenife B. Vergara

Office Engineer/Quantity Surveyor
License No. 0151957



WORK EXPERIENCE

Office Engineer/Quantity Surveyor Jul 2017 - Sep 2018
E.M. Cuerpo, Inc. - Brgy. Bagumbayan, Quezon City, Philippines

Duties & responsibilities:

- Conducted materials and labor estimate of projects for bidding/construction.
- Prepared contracts for subcontracting companies.
- Scheduling of projects for bidding.
- Provided variation orders for on-going projects.



PROJECTS HANDLED

Client: Bureau of Jail Management and Penology

- Construction of Jail Building - Phase 1

Client: Department of Health

- Batangas Memorial Medical Center
- Governor Celestino Gallares Memorial Regional Hospital

Client: Northern Mindanao Medical Center

- Construction of Health Center (HLK) Building (Phase 2)



EDUCATION

Bachelor of Science in Civil Engineering Jun 2011 - Dec 2016
Polytechnic University of the Philippines - Manila, Philippines



TECHNICAL SKILLS



KEY SKILLS

- Quantity Surveying
- Attention to details
- Good Communication
- Multi-tasking
- Team Work
- Adaptability & Flexibility
- Analytical Thinking
- Strong Work Ethic



PROFILE

OBJECTIVE:

To pursue my professional career by obtaining a great working experience in a company that allows me as an entry-level civil engineer to showcase and improve my knowledge, skills and experience in the construction industry and related fields.

CONTACT INFORMATION:

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LANGUAGES:

English ●●●●
Filipino ●●●●●

PERSONAL DETAILS:

Date of Birth: January 25, 1995
Age: 23 years old
Nationality: Filipino