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| 053382 **OBJECTIVE:**  To keep developing new skills in a company, and gain experience, more knowledge and actual work experience in my field of study & a challenging position as a Civil Engineer and the possibility of career advancement.  **EDUCATIONAL BACKGROUND:**  2001-2006**:**  ***Bachelor of Science in Civil Engineering (BSCE)*** UNIVERSIDAD DE ZAMBOANGA      **CERTIFICATE:**  Construction Occupation Safety & Health (COSH)  BWC- DOLE Accreditation No. 1030-02160910-0034  **Computer Knowledge:**  Microsoft Office  Microsoft Excel  Auto Cad  **PERSONAL INFORMATION**:  Gender: **Female**  Birth date: **July 06, 1983**  Citizenship: **Filipino**  Civil Status: **Single**  Visa Status: **Tourist**  Noticed: **June 28, 2018**  **PERSONAL PROFILE:**  Responsible, flexible, resourceful, honest efficient, can work well with minimum supervision or under pressure, willing to work on extended hours and shifting schedule. |

**Beverly C. Ortega**

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**WORK EXPERIENCE:**

April 2012 – Dec. 2017 **RIVER CONCRETE CONST. & DEV’T CORP.**

Position: **Site Engineer**

This company is General Contractor Specializing in Government Construction, Engineering and Architecture including Heavy Equipment Supply. Reporting to Project Manager for the daily Site Activities, These are the list of completed project.

**UPGRADING OF WATER SYSTEM**

*SPECIAL ACTION FORCE TRAINING BRANCH (SAFTB)*

**CONSTRUCTION OF MESS HALL**

*SPECIAL ACTION FORCE TRAINING BRANCH (SAFTB)*

**ROAD WORKS PREPARATION & DRAINAGE WORKS**

*SHIMIZU PHILIPPINES CONTRACTORS, INC.*

**EARTHWORKS - SLOPE PROTECTION**

*SHIMIZU PHILIPPINES CONTRACTORS, INC.*

**BULK EXCAVATION**

*MAKATI DEVELOPMENT CORPORATION*

**WIDENING OF NATIONAL ROAD**

*DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS*

March 2008 – April 2012 **NEWINGTON BUILDERS INC.**

Position: **Site Engineer**

This company was active in Roads and Bridges Construction, General Contractor for Government Project “DPWH” Department of Public Works and Highways in the Philippines.

These are the list of completed project.

**CONSTRUCTION OF THREE BRIDGES**

*DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS*

**CONSTRUCTION OF FLYOVER**

*DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS*

**Duties & Responsibilities as Site Engineer:**

Monitoring and implementing the daily site activities.

Manage the site labor force and the work of subcontractors.

Prepare daily and weekly report on progress of assigned project with assistance of schedules, cost materials and attend coordination meeting with project inspector.

Prepare Bill of Quantities.

Prepare Requisition for materials to be needed with backup estimate.

Supervise road concreting and drainage improvement.

Purchased Materials needed.

Evaluates progress billing of sub-contractor and recommendation for approval & payment.

Supervise reinforce concrete pile driving, pile splicing, concreting works, reinforcing steel bar installation, masonry works, and other architectural works.

Prepare quantity take off, manpower and equipment schedule, construction bar chart.

Resolve work site issues quickly and effectively to keep work progress on track.

Assist the technical office in choosing the equipment and preparing the materials submittal according to the tender specification.

Supervise Preparation of base and installation of formworks for curved and gutter, sidewalk, Center Island.