**MARITESS LIM MARMOLEJO**

Room133 Al Tayer Bldg., Al Mina Road, Dubai, UAE

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**OBJECTIVE**

**To work for a company that will bring out my full potential as well as to utilize my skills and career background with the company’s vision to achieve a mutually beneficial position.**

**EDUCATIONAL ATTAINMENT**

Graduate, Bachelor of Science in

**Civil Engineering**

New Era University

**Registered Civil Engineer**

Reg. No. 0106492

**WORK EXPERIENCE**

* **Engineering Contracting Company LLC (Metal Division)**

Al Quoz, Dubai, UAE

May 2014- May 2020

* **Position: *Coordinator (Steel & Non-Structural Metal)***
* **Responsibilities:**
* To help and support for the completion of work based on the agreed completion date with the client or approved program
* To coordinate newly awarded project to all departments
* To ensure that there is official program for all projects
* To ensure that all budgets required are submitted to cost control department
* To identify variation works in every project
* Monitoring of submission & approvals of engineering works, such as material & shop drawing submittal based on the project schedule/program
* Monitoring of procurement department for raw materials and production for delivery of fabricated materials to site
* **Position: QS/*Estimation Engineer (Steel & Non-Structural Metal)***
* **Responsibilities:**
* Entertains incoming queries related to steel and non-structural metal works
* Reads and Interprets drawings (Architectural & Structural), Specifications, and Contract Documents.
* Prepares quantity take-off
* Sends technical queries to the client
* Prepares quotation
* Prepares variation order
* **Projects Undertaken:**
* **Hyati Residence 2, Dubai (2019)**
* **Park Ridge, Dubai (2019)**
* **Town Square (Rawda), Dubai (2018-present)**
* **L18 project, Dubai (2018-2019)**
* **Mirdif Hills, Dubai (2017-present)**
* **BADR, Phase 1, Muhaisnah, Dubai (2016-2019)**
* **Mazaya 14 & 16, Dubai (2016)**
* **Hyati, Jumeirah Village, Dubai (2016)**
* **Etihad Museum, Dubai (2015)**
* **Four Star Hotel, Tecom, Dubai (2014)**
* **Dubai Wharf, Cultural Village, Dubai (2014)**
* **General Electric Offices & Workshop (2014)**
* **Juma Al Majid Tower, Business Bay, Dubai (2014)**
* **Utracon Structural System Pte. Ltd.**

7e Pioneer, Sector 1, Singapore

November 2012- March 2014

* **Position: *Draftsman for Formwork System***
* **Responsibilities:**
* Prepares layout plan of Formwork
* Prepares steel formwork fabrication drawings
* Prepares quantity take-off

* **Projects Undertaken:**
* **Braddell Flyover (Singapore**)
* **Lunu Bridge (Bridge in Sri Lanka**)
* **Kong Meng San Bhuddist College & Carpark (Singapore)**
* **Benoi Project (Singapore)**
* **Hledan & Tamwe (Bridge in Myanmar**)
* **HSD Private Limited Co.**

Kamias Road, Quezon City, Philippines

November 2011- July 2012

* **Position: *X-Steel Detailer***
* **Responsibilities:**
* Prepares shop drawings using X-steel software
* Creates stick model and connection
* **SNC Engineering Inc.**

Shaw Blvd Pasig City, Philippines

May 2011 – November 2011

* **Position: *X-Steel Detailer***
* **Responsibilities:**
* Prepares and edits shop drawings using X-steel software
* **Freelance Civil Engineering Draftsman**

February 2010 – March 2011

* **Responsibilities:**
* prepares drawings using autocad software
* prepares architectural plan per client’s requirements
* **Projects Undertaken:**
* **Ninoy Aquino International Airport Lighting Plan**
* **Shang Grand Tower**

Shangrila Palaza Complex, Shaw Blvd. Mandaluyong City,Philippines

* **Residential Office**

Palawan, Philippines

* **Valenzuela Ville ( 4-Storey Residential Building)**
* **Commercial Market**

Valenzuela City, Philippines

* **Steel System Express Inc.**

6th Flr. Rima Bldg 161 Pasig Blvd

Bagong Ilog Pasig City, Philippines

October 2007 – January 2010

* **Position: *Steel Detailer***
* **Responsibilities:**
* prepares advance material list of structural steel and bolt
* quality and fit check of structural steel
* prepares a detailed shop drawings of structural steel (e.g.beams, miscellaneous, columns, frames)
* creates and sends queries to the client
* updates fabrication drawing for revisions.
* **Projects Undertaken:**
* **Echelon –Las Vegas**

**Fabricator:** Mountain States Steel, 325 South Geneva Road Lindon, Utah

84042

* **Good Samaritan** ( Patient Care Tower)

**Fabricator:** CanronWestern Contructors Inc., #4600 NE 138th

Ave.Portland, Oregon 97230

* **Santa Monica Place Renovation**

**Fabricator**: West Coast Wire & Steel, Inc., 1027 Palmyrita, Riverside Ca.

* **Aurora Medical Center**

**Fabricator**: Lejeune Steel Co., 118 West 60th St. Minneapolis Minnesota

55419

* **City Center Plaza**

**Fabricator**: CanronWestern Contructors Inc., #4600 NE 138th

Ave.Portland, Oregon 97230

* **City Creek Center Blk #75**

**Fabricator**: SME Steel, 5801 West Wells Park Road West Jordan, Utah

84081

* **Kaiser Anaheim Medical Center**

**Fabricator**: Herrick, Anaheim California

* **USA MRICD**

**Fabricator**: Strait Steel Inc., 8410Molly Pitcher Highway Green Castle, PA 17225

* **City Creek Center Blk 76 Bldg 1**

**Fabricator**: SME Steel, 5801 West Wells Park Road West Jordan, Utah

84081

* **Megaworld Corporation**

28th flr The World Centre

Sen. Gil Puyat, Makati City,Philippines

April 2007 – June2007

**Position**: ***Technical Assistant***

*-*prepares bills of contractors and suppliers

**COMPUTER SKILLS**

- Ms Office

- Autocad

- Tekla (last used : year 2012)