



THESSA BORJA - GUINITA

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No.1316 Al Buhaira Tower A, Al Nahda, Sharjah, UAE

Profession: Civil Engineer

Birthdate: 28 February 1985

Education: Prof Degree, Bachelor of Science in Civil Engineering (2008) Xavier University (Ateneo de Cagayan)

Prof Degree, Real Estate Broker (2014)

Nationality: Filipino

D. License: Automatic / UAE

Society of Engineers UAE: Registered

Skills: Construction Estimates; Quantity Surveying; Quantity Take-off; Procurement; Communication and Negotiation Skills; Site Supervision & Inspection; Quality Management; Quality Assurance; Quality Control; Quality Audit; Project Controls; Project Planning; Project Coordination; Document Submittals; AutoCAD; Primavera; Computer (MS Office) Literate; Data Analysis/Problem Solving/Critical thinking

Projects participated:

Nov 2019 – Present	Chinese Restaurant, The Onyx Tower, Dubai UAE Onyxline
Dec 2019 – Present	The Art Initiative, Dubai UAE Leaders Fort Contracting Llc
Apr 2019 – Nov 2019	The Deal, Al Wahda Mall, Abu Dhabi UAE Line Investments
Oct 2018 – Aug 2019	The Deal, Dubai UAE Chalhoub Group
Jan 2016 – Jan 2019	The Address Downtown Dubai Refurbishment, Dubai UAE Emaar
Mar 2018 – Sept 2018	Silkor Clinic Downtown, Dubai UAE Silkor Holdings
Nov 2014 – Oct 2015	The Loop by Vistaland, Philippines
Jul 2008 – Oct 2015	Gran Europa Master plan Community, Philippines (7 Residential Community Developments)

Employment History

Civil Engineer

Ridge Maintenance and Decor LLC

Mar 2018 - Present

Key Accomplishments:

- Prepared and submitted final account claim to the Cost Consultant and successfully justified the claim.
- Identified scope variations and submitted the same to the Main Contractor / Client.
- Efficiently quantified and priced scope of works for new projects and submitted a competent proposal before deadline.
- Efficiently coordinated actual project supervision to progress including procurement and design.
- Fairly practiced value engineering in costing of residential and retail project to suit Client's requirement and budget.
- Efficiently sourced and negotiated material requirements with great deal price and payment terms.
- Smoothly completed and submitted project closeout handover documents to Client and secured approval
- Effectively prepared, monitored and maintained document submissions to Client
- Successfully handed over units to Client on schedule and according to Client's quality standards
- Systematically conducted quality inspections internally and coordinated with Consultant / Client
- Developed and maintained good relationship with the Contractors, Consultant and Suppliers.

QA/QC Engineer

Dutco Balfour Beatty LLC

Last Project: The Address Downtown Dubai Reinstatement

January 2016 - February 2018 (2 years 1 month)

Key Accomplishments:

- Established and maintained Quality Management and monitoring in the Project
- Prepared and updated the Project Quality Plan
- Successfully conducted Project Sub-contractors' Quality Audit
- Maintained good rapport with the Consultant
- Monitored the Project's compliance to the Quality Plan and Health and Safety Plan and issued non-conformance when required
- Effectively closed out non-conformances issued by the Consultant
- Handed over and got approval from the Client/Consultant as per Project schedule for the completion of units

Production Head - Project Engineer

Vistaland (Camella Communities)

2F Pelaez Arcade 2. RN Abejuela St., Cagayan de Oro, Philippines

December 2012 - Oct 2015 (2 years 10 months)

Key Accomplishments:

- Effectively managed and maintained good rapport with the Sub-contractors and Suppliers
- Prepared Project Schedule and Development cost for new Projects
- Maintained and organized the Project Site
- Achieved the most well maintained and mostly featured Residential Development Project in our Region
- Prepared, submitted and understood monthly reports

Marketing Head - Sales and Promotion

Vistaland (Camella Communities)

2F Pelaez Arcade 2. RN Abejuela St., Cagayan de Oro, Philippines

July 2011 - Nov 2012 (1 year 4 months)

Key Accomplishments:

- Doubled the annual sales budget when I took over the department
- Successfully opened new Projects in other Regions and met the sales target on the opening day
- Sustained the strong marketing presence in the Region through media, radio, TV, print ad, newspaper and all
- Garnered the highest sales among other Residential Developers in the City
- Maintained the good rapport with Brokers, Media men, and Suppliers

Technical Services Engineer

Vistaland (Camella Communities)

2F Pelaez Arcade 2. RN Abejuela St., Cagayan de Oro, Philippines

Jul 2008 - July 2011 (3 years)

Key Accomplishments:

- Fastly secured all necessary permits required for the Project e.g. Development permit, Building permit, Occupancy permit, etc.
- Condensed the approval process for the Certificate of Title Transfer
- Maintained good rapport with the Government Officials