



# PIELLE C. CACHO

Filipino | Male | Single | Birthdate: January 01, 1990

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Visa Status: Resident Visa | Notice Period: Immediately

**Office/Site Civil Engineer** with 6+ years of construction experiences on high-rise residential projects, large-scaled residential rowhouses, land development projects, and interior fit-out projects with exceptional project management and documentation system. Adept individual, keen on details, and has in-depth knowledge and understanding of top quality and safety precautions on office and site works. Highly organized in documentation and competitive at work outputs, reports, and technical writings. Supportive and consistently extends expertise and services to other departments like human resource and administration for handling and managing both staffs and direct workforce to improve quality of work, productivity, and profitability.

## Education

### •Bachelor of Science in Civil Engineering

Central Philippine University - Iloilo City, Philippines | SY June 2007 – April 2012

## Personal Qualification

### •Board Passer | Civil Engineer Licensure Examination, November 2012

Registered Civil Engineer – Professional Regulation Commission, Philippines

## Key Trainings & Certifications

- Structural Works QA/QC Seminar and Training | July 27, 2016 | Cebu City, Philippines
- Construction Safety and Health for Site Safety Officers | August 1-5, 2016 | Cebu City, Philippines
- Scaffold Erection National Certification-II | May 7, 2015 | Cebu City, Philippines
- AutoCAD 2D & 3D Certificate of Training | January 14-25, 2013 | Cebu City, Philippine
- STAAD.Pro V8i Certificate of Training | January 14-25, 2013 | Cebu City, Philippines
- Primavera P6 Certificate of Training | January 14-25, 2013 | Cebu City, Philippines
- Construction Materials Quality Control | Feb. 18-Mar. 07, 2013 | Cebu City, Philippines

## Key Skills and Capabilities

- ✓ AutoCAD 2D & 3D
- ✓ MS Office Applications (Excel/Word/PowerPoint/Outlook)
- ✓ HR and Admin Assistance
- ✓ Document Control and Filing
- ✓ Technical Writing and Speed Typing Skills
- ✓ Technical Support Engineering/Submittals
- ✓ Team oriented, fast learner, responsible, and can interact positively with people with varying backgrounds
- ✓ Flexible and reliable to varying work environment
- ✓ Organization and Time Management Skills
- ✓ Analytical and Problem Solving Skills
- ✓ English and Tagalog language proficiencies

## Work Experiences

**PACIFIC OCEAN MARINE INTERNATIONAL SERVICES LLC** | Dubai, United Arab Emirates

🏢 Ras Markaz Crude Oil Phase-I | China Petroleum Pipeline Engineering Co., Ltd. | Duqm, Al Wusta, Oman

### **OFFICE TECHNICAL ENGINEER** | MARCH 2020 - PRESENT

- Review and validation of construction plans and technical specifications
- Preparation of Materials and Method Statement for Pipeline Installations and Collar Supports
- Coordination with consultant for technical and design concerns/clarification prior to construction
- Coordination with suppliers for materials canvassing
- Assist accounting personnel for payment history and banking transactions inputs on ClearBooks software

**RJL CONSTRUCTION AND SUPPLY** | Iloilo City, Philippines

### **TECHNICAL SUPPORT ENGINEER** – Online Assist | SEPTEMBER 2019 - MARCH 2020

- Specialized in producing detailed construction AutoCAD drawings and shopdrawings for residential and commercial buildings
- Prepare presentation for such as Project Execution Plans and other engineering reports and updates
- Specialized in preparing program of works and cashflow schedules, BOQ, materials delivery schedule, and Estimates
- Provide technical advice to any problems that may arise particularly on drawings, process flow, documentations and filing
- Provide and refine standard templates/forms and furnish revisions if necessary for effective documentations

### **PROJECT ENGINEER CUM AUTOCAD DRAFTSMAN** | SEPTEMBER 2018 - SEPTEMBER 2019

🏢 Construction of 710 sq.m Office Fit-out | Daikin Airconditioning Philippines, Inc. | Cebu City, Philippines

🏢 Construction of 4,710 sq.m Land Development Area | 44 Joseph's Dream Home, Inc. | Cebu City, Philippines

- Reviewed and validated incoming/outgoing technical documents and submittals
- Reviewed and filed technical documents and construction drawings required for processing local permits
- Worked with office staffs and admin in consistent documenting daily manpower accomplishment and timekeeping reports
- Assisted accountant and purchaser in keeping organized records of material purchase documents with proper tagging/numbering
- Prepared and evaluated weekly subcontractor billings and monthly billing to clients
- Prepared all materials canvassing and Purchase Request (PR) for weekly budget release and acquisition
- Assist and validation of weekly payrolls for staffs and in-house workers

- Enhanced skills in tracking and controlling drawings, specifications, and methodologies with revisions prior to site implementations
- Specialized in creating detailed structural & architectural plans, site inspection, supervision, and preparing accomplishment reports
- Enhanced skills in producing detailed shopdrawings such as interior layouts and designs, modular cabinets, and metalworks with accurate documentation and coordination with client and designers
- Coordination on projects updates using proper documentation, e-mails, calls, and setting up meetings with designers and clients
- Enhanced communication skills in coordinating with site engineers and sub-contractors for accurate implementation of drawings
- Developed skills in communicating and negotiating with vendors and subcontractors for materials and services quotations

#### **OFFICE ENGINEER | MAY 2018 - SEPTEMBER 2018**

- 🏢 1000 Residential Houses & Community of Banate People's Village Phase-II | National Housing (Government) | Iloilo, Philippines
- 🏢 310 Residential Houses & Community | AFP/PNP National Housing (Government) | Iloilo, Philippines
- 🏢 5-Storey Mix-Use Commercial Building | PAFCPIC (Government) | Iloilo City, Philippines

- Developed a simplified work flow diagram as general guide for every department of the organization such as procurement, document controlling, accounting, materials handling in warehouse, and site operations
- Assisted HR officer in handling manpower both work and personal related matters
- Developed standard forms/templates utilized for engineering/accounting documents and conducted orientations for effective usage
- Simultaneously performed monitoring and collecting data for Weekly Project Updates for 3 major projects
- Recommending approvals on materials procurement subcontractors' billings and billings to client based on weekly accomplishments
- Created company's table of organization requirements for an effective chain of responsibilities for both office and field staffs
- Attended weekly and monthly meetings with CEO and clients for project updates and construction issues and concerns

#### **TAP KONSTRUCT MICROSUBCONTRACTOR | Cebu City, Philippines**

##### **SITE SUPERVISOR | SEPTEMBER 2017 - MARCH 2018**

- Supervised timekeeper in recording consistently the timings of workers on site
- Recorded daily activity reports and accomplishment of workers
- Handled all weekly accomplishment claims, payroll activities for workers and ensure posting weekly checks
- Followed up weekly billings and liaising in complying requirements from client

#### **MAKATI DEVELOPMENT CORPORATION | Cebu City, Philippines**

##### **PROJECT SUPERINTENDENT | APRIL 2017 - SEPTEMBER 2017**

- 🏢 The Alcoves Project (37 Floors) | Ayala Land Premier Class Condominium | Cebu City, Philippines

- Accomplished closeout resolution reports to counter minor and major QC Non-compliance reports
- Conducted trainings on required quality for structural and architectural works among staffs, in-house workers and subcontractors
- Conducted daily short meetings with direct workers on accomplishment targets, quality of works and safety precautions
- Monitoring/Filing of Concrete Delivery Reports, Heavy Equipment DTR, & manpower productivity on both physical & digital records
- Prepared and submit weekly reports to Project Manager on manpower accomplishment and productivity reports for Concreting, Re-bar, Formworks installation, Materials and heavy equipment utilization
- Furnished excellent English-content response letters to subcontractors and suppliers in any construction issues and concerns
- Responds average 10-15 e-mails daily communicating with clients, consultants and co-employees
- Assist and support HR officer for acquiring additional workforce and complying pre-employment requirements
- Carried out work with minimal supervision and under pressure

##### **CIVIL WORKS SUPERVISOR | MAY 2016 - APRIL 2017**

- 🏢 The Alcoves Project (37 Floors) | Ayala Land Premier Class Condominium | Cebu City, Philippines

- Enhanced communication skills with rebar supplier and procurement team for materials required on site
- Assisted the supervisors in preparing weekly manpower productivity and accomplishment reports
- Utilized efficiently MS Excel in monitoring of rebar cutting list logs, structural works and basic architectural works accomplishments
- Assisted technical support team in submittals for prioritized materials and methodologies to consultants to speed up the approvals
- Helped grew and trained four civil engineers to boost work ethics and increased productivity in structural works
- Conducted research and attended several internal trainings and seminars for structural works in order to improve the output quality of skilled workforce and technical staffs

##### **FIELD CIVIL ENGINEER | APRIL 2013-MAY 2016**

- 🏢 1016 Residences Project (26 Floors) | Ayala Land Premier Class Condominium | Cebu City, Philippines
- 🏢 The Alcoves Project (37 Floors) | Ayala Land Premier Class Condominium | Cebu City, Philippines

- Specialized in preparing work schedule, estimates/targets, site inspection, supervision of subcons, review & interpretation of plans
- Ensuring the project to meet the required quality of works according to plans, specifications, budget and timescale
- Improved skills in coordinating with vendors to meet scheduled activities and targets
- Excellent coordination with technical support team and co-employees to resolve technical and site concerns
- Monitored/Supervised fit-out works on rooms, basements, common areas, landscape, and metalworks as per plans & specifications
- Ran all paper works during turnover of fully completed common areas of residential tower to client's project management team
- Generated Re-bar cutting lists using AutoCAD and Tekla Structures software

#### **JGC PHILIPPINES INC. | Muntinlupa City, Manila, Philippines**

##### **OFFICE INTERNSHIP ENGINEER | NOVEMBER 2011 – MARCH 2012**

- Participated in 3D modeling/designing of Piperacks & Foundations using Microstation, Tekla Structures, Navisworks, and STAAD.Pro
- Reviewing and interpretation of Construction Plans and Drawings
- Filing and collating of Construction Plans and Drawings