

Marivic Peralta

PROJECT ENGINEER - R. Andres Construction

marivicsantosperalta8_2a5@indeedemail.com

054-732 7182

To pursue a career with an established company where I can contribute my knowledge and skills, to apply my experience and education to help the company reach their success in a growing environment.

Work Experience

PROJECT ENGINEER

R. Andres Construction

November 2016 to Present

General Contractor), Bulacan Philippines

- * Management, field supervision and surveys work.
 - * Purchasing of materials needed in the project.
 - * Assist and coordinate with project inspectors and consultants for proper implementation of the project.
 - * Administrative works needed to support the team.
 - * Prepares daily time record of the workers and time keeping.
- Key Projects undertaken: * BPI Bank Project * East West Bank Project * House Builders and Renovations
- * Residential Villas and Apartments * Commercial Buildings and Schools

PRODUCTION DIVISION SUPERVISOR

MARWADIS

September 2011 to May 2016

Marilao Water District (MARWADIS), Philippines

Community Water Supply & Distribution System - Utility Services

- * Supervises skilled and technical personnel in the operation and treatment of water supply, construction, repair and maintenance of utilities.
- * Oversees the performance and activities of pump operators.
- * Schedules hours of operation of pumping stations, filtration and treatment facilities.
- * Devise and implement programs concerning water distribution improvement.
- * Prepares monthly and annual Production Division reports.
- * Field Supervision / Monitoring of Water Utility Men for proper accomplishments of water maintenance orders.
- * Supervision & Inspection in Pipe Laying project and Interconnections for proper water supply distribution of pipe layout system.
- * Designs / layouts of proposed water pipelines distribution system.
- * Evaluates and Estimates the water supply distribution system and individual service connection costs.
- * Prepares daily maintenance orders / schedule of works for water utilities.
- * Handles customer complaints about water quality and water interruptions.

- * Performs tasks related to the implementation of production assessment policy and rendering assistance to well abstractors concerning the filling of water permit applications.
- * Prepares annual budget for Production Division.
- * Schedules and supervises flushing of mainlines.

WATER QUALITY SUPERVISOR

PRODUCTION DIVISION

April 2006 to September 2011

Marilao Water District (MARWADIS), Philippines

Community Water Supply & Distribution System - Utility Services

- * Handles customer complaints about water quality, water interruptions and any other matter regarding water production and distribution.
- * In charge and control in disbursement of petty cash for emergency cases.
- * Supervises personnel in daily monitoring of chlorine residuals in every point.
- * Oversees the performance and activities of residual samplers.
- * Schedules monthly water quality test.
- * Schedules Physical and Chemical annual analysis.
- * Schedules flushing.
- * Oversees the performance of personnel under Air Scouring team.
- * Prepares accomplished air scouring reports and data. Monthly summary report.
- * Prepares monthly report submitted to LWUA and Municipal Health Office.

PROJECT ENGINEER

SITE - Manila

October 2000 to February 2006

Philippines

- * Conducts site supervision for civil and interior works.
- * Performs cost estimation and material requirements.
- * Prepares daily work activity, construction schedule, manpower and equipment status report.
- * Coordination of structural drawing with architectural and MEP drawings.
- * Coordination and correspondence with Contractors, Client & Consultant.
- * Supervise implementation of project plans and designs.

Education

Philippine Institute of Civil Engineer (PICE)

December 2000

Bachelor's Degree in Civil Engineering in Civil Engineering

University of the East

1999

Skills

Excel (10+ years), Microsoft Office (10+ years), MS OFFICE (10+ years), Word (10+ years)

Certifications/Licenses

= Seminar on Non-Revenue Water Reduction

May 2016 to Present

Ø Seminar on Non-Revenue Water Reduction

May 25 - 27, 2016 ; 24 hrs; Technical; LWUA

= Seminar on Corporate Planning

May 2016 to Present

Ø Seminar on Corporate Planning

May 24, 2016 ; 8 hrs; Supervisory; LWUA

= Sanitation Planning Workshop for Sanitation Projects

May 2015 to Present

Ø Sanitation Planning Workshop for Sanitation Projects

o May 11, 2015 ; 8 hrs; Technical; LWUA

Philippine Civil Service Commission Eligibility-Professional

December 2000 to Present

Professional - Passed Government Exam

Additional Information

SKILLS and STRENGTHS

- * Hard working and responsible person.
- * Have a good knowledge of working in Professional environment, coordination and assistance for a best result of the given job.
- * Can work with less supervision and available to extend my time if needed.
- * Capable to work on-call, friendly and can work well with others.
- * Knowledgeable in Microsoft Office (Excel, & Word)
- * Ability to complete and manage multiple projects and meet deadlines.
- * Knows how to drive Automatic and Manual vehicles.