

# Maria Johna Vea C. Bartonico

PUROK AFRICAN DAISY, LOOC, LAPU-LAPU CITY, CEBU

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## **SUMMARY:**

I am looking for suitable job opportunity to develop my skills and knowledge about my field of work. To bring out my potentials to the best that I can do for the benefit of my employer, my environment and preparation for my future and family.

## **RELATED SKILLS AND EXPERIENCES**

**BUILD ERECT CORP. /Ace Builders, Inc. (2 units Molasses Tank, Asian Alcohol Compound, Pulupandan, Negros Occidental)**

**SITE SUPERVISOR (January 2020 – March 2020).**

- Prepares the payroll sheet of the workers
- Supervise inspection/testing works such as Radiographic Test, Vacuum Test, and Diesel Test of the Tank performed by the sub-contractor
- Monitoring the welding works inside/outside of the tank while erecting 2 units(4,000,000 liters/tank)

**BUILD ERECT CORPORATION (Jet-A1 Fuel Storage Facilities Project, PAL Mactan)**

**SITE ENGINEER/SITE SUPERVISOR (November 21, 2016 – December 2019)**

168 A. Arnaiz Avenue, Pasay Cockpit Compound, Pasay City

- Accomplishing project by defining the scope and resources required
- Allocating resources, materials, sub-contractors and other staff
- Maintaining a safe, secure and healthy work environment by adhering to and enforcing safety codes.
- Oversees the construction activities that take place on the worksite.
- Supervise the employees who work on different components of a given project. (Mechanical hot works, civil works, electrical works, Piping,etc.)
- Daily monitoring of incoming and outgoing materials to be used at site.
- Supervising the concreting works of flooring/slab (145 cu.mtr.)
- Daily monitoring inspection of erecting the 3 fuel tanks (2,000,000 liters/tank) in welding works, painting works outside and inside of tank.
- Prepares the daily log book.
- Prepares the payroll sheet of workers and sub-contractors
- Operating of Fire Protection system
- Monitoring performance of sub-contractors and required inspections.
- Coordinates the delivery needs of all materials, checks deliveries against purchase orders to ensure correct delivery.
- Inspects each phase of work to determine if quality standards are met and that trades are completed on schedule

**COLORSTEEL SYSTEMS CORPORATION****ESTIMATOR (February 9, 2016 – August 8, 2016)**

360 A. Del Rosario St, Mandaue City, Cebu

- Receives request for estimates from Sales Engineer/Executive either for Quotation and Fabrication.
- Prepares cutting list of panels for Fabrication and approved bended details.
- Issues OR to all remitted collection by Sales Engineer/Executive or walk-in clients.
- Ensure Deposit of All daily collection at prescribed banks by finance.
- Prepares and submit daily collection and deposit report to finance before cut-off.
- Daily updating and log-in of all OR's and SI's in accounting journal.
- Daily updating of Sales Report and Issued Quotation report.
- Prepares weekly Petty Cash Fund, Replenishments and disbursement of PCF as approved by Branch Sales Supervisor.
- Ensure weekly transmittal of OR's, PAR, PDC's, to Finance.
- Prepared the Daily Time Record in Sales Department.

**DPWH 6<sup>TH</sup> DISTRICT ENGINEERING OFFICE****OJT (April 2014 – June 2014)**

A.C. Cortes St., Mandaue City, Cebu

- Surveyed roads for the Drainage systems
- Inspected school building project and Bridges with Assistant District Engineer
- Observed road construction

**ASO PHILS. INCORPORATED****Production Operator (April 2013 – June 2013)**

Mepz I, Lapu-Lapu City, Cebu

- Machine Operator

**MONDE NISSIN CORP.****Quality Assurance / Quality Inspector (January 2012 – June 2012)**

Casuntingan St., Mandaue City, Cebu

- Analyzes and evaluates the effectiveness of food safety and quality systems for supplier quality development and validation of in-process products and processes.

**QUALIFICATIONS:**

- Dedicated and hardworking individual.
- Exceptionally versatile and adoptability.
- Exposed and interested with a wide variety of personality.
- Ability to advance to a higher job levels with active efforts toward self-development and advancement.
- Willing to render overtime.

## **SKILLS**

- Oriented in Microsoft Office applications such as:( Excel ,Word ,PowerPoint)
- Hardware and Software Installation
- Able to set-up a computer system
- AutoCAD

## **SEMINARS/TRAININGS ATTENDED AND AFFILIATION**

- **Hazardous Waste Management Program**  
Philippine Airlines Training Room  
July 05, 2018
- **Basic Steel Training And Roofing Consultant**  
Colorsteel Systems Corporation  
BF Paray Bldg., Port Center,Cebu City  
April 2016
- **Calculator's Technique**  
University of Cebu-Main Campus  
Sanciangko St., Cebu City  
College of Allied Engineering  
february 2015
- **SKETCHING SESSION**  
Pintuk Art Organization Inc.  
University of Cebu-Main Campus  
Sanciangko St., Cebu City  
February 18-19 2015
- **INTRODUCTORY LECTURE ON SHIP DESIGN (Hull Construction, Production & Outfitting Design)**  
Tsuneishi Technical Services (Phils.),Inc.  
University of Cebu-Main Campus  
Sanciangko St., Cebu City  
January 22, 2015

## **EDUCATIONAL ATTAINMENT**

<b>TERTIARY:</b>	<b>UNIVERSITY OF CEBU-MAIN CAMPUS</b> Sanciangko St., Cebu City BS Civil Engineering S.Y. 2009 – 2015
<b>SECONDARY:</b>	<b>Lo-ok National High School</b> Looc, Lapu-Lapu City, Cebu S.Y. 2005 – 2009
<b>PRIMARY:</b>	<b>Sta. Cruz Elementary School</b> Antipolo City, Rizal S.Y. 2000 – 2005

**PERSONAL INFORMATION****NICKNAME:** Vea, Bey,**GENDER:** Female**BIRTHDATE:** January 03, 1993**AGE:** 27**BIRTHPLACE:** Antipolo City, Rizal**CITIZENSHIP:** Filipino**RELIGION:** Born Again Christian (PMCC 4<sup>th</sup> watch)**WEIGHT:****HEIGHT:** 5'2"**CIVIL STATUS:** Single**LANGUAGES:** Filipino, Cebuano-Bisaya, English**FATHER'S NAME:** Sergio T. Bartonico Jr.**OCCUPATION:** Security Personnel**ADDRESS:** Purok African Daisy, Looc, Lapu-Lapu City, Cebu**MOTHER'S NAME:** Eva C. Bartonico**OCCUPATION:** House Wife**ADDRESS:** Purok African Daisy, Looc, Lapu-Lapu City, Cebu**CHARACTER REFERENCES:****Mr. Ariel Mañalac**

Site Supervisor

Build Erect Corporation

168 A. Arnaiz Avenue, Pasay Cockpit Compound, Pasay City

09054115162

**Engr. Arturo Espiritu**

Project in Charge

Build Erect Corporation

168 A. Arnaiz Avenue, Pasay Cockpit Compound, Pasay City

09177216168

**Engr. Rotciv Kho**

Depot Manager

Total Bulk Corporation-Mactan

Pal Compound, MCIA, Brgy. Ibo, Lapu-Lapu City, Cebu

09177705560

I hereby certify that the above-mentioned details are true and authentic to the best of my ability and willingness.

MARIA JOHNA VEA C. BARTONICO

Signature over Printed Name

