MARK JAMES A. PAGUNTALAN

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OBJECTIVES

To have a career opportunity where I can develop professionally, intellectually, and where I can apply my expertise, experiences, 1education, and skills in supporting the company's objectives.

To enhance my knowledge in the field of architecture – MEP's and to acquire the knowledge and practical skills I need, to learn more experience and be more amenable into the work I may ensure.

JOB DESCRIPTION

14 years' experience in construction with various knowledge in different type of building systems such as offices, commercial, residential condominium, hospitals, and energy center building.

SKILLS

- Proficient in AUTOCAD/ZWCAD Fabrication CAD-MEP software.
- Proficient in 3d (Sketch up / AutoCAD 2020 / 3D Fabrication CAD-MEP).
- Knowledge in Microsoft Office computer programs such as Excel, and Word
- Hard working and can work under pressure.
- Can work without supervision.
- Problem Solver especially in coordination drawings.

WORK EXPERIENCE

Project : Qatar Air Base

(PHOTO IS NOT AVAILABLE FOR THE CONFIDENTIALITY OF THE PROJECT)

Position: Senior Mechanical Draftsman (CAD-Operator)

Date : November 27, 2021- March 20, 2022
Company : VECTOR Electro-Mechanical WLL

Nature of Work

- Preparing of Mechanical Shop drawing such as Ducting and Chilled Piping.
- Preparing RFI / Sections and Plans.
- Preparing Blockworks Sections and Plans
- Preparing BOQ and measurements
- > Checking specifications and materials
- Adopting market price for materials



Project : QIMC Tower-West Bay

Position : Senior Mechanical Draftsman (CAD-Operator)

Date : February 10, 2021-November 26, 2021

Company: VECTOR Electro-Mechanical

Nature of Work

- > Preparing of Mechanical Shop drawing such as Ducting and Chilled Piping.
- Preparing RFI / Sections and Plans.
- Preparing (Take-off of Materials)
- Preparing Blockworks Sections and Plans
- > Checking specifications and materials
- > Adopting market price for materials



Project : Lusail Towers

Position : PL/FF Cad Operator (Mechanical)
Date : July 01, 2020 – February 4, 2021

Company : MIDMAC CONTRUCTING COMPANY W.LL

Nature of Work

- Preparing of Mechanical Shop drawing
- Reviewing of Design Drawings
- Preparing BOQ (Take-off of Materials)
- Preparing of Isometric Drawings (Chilled Water Piping System)
- > Checking specifications and materials
- Adopting market price for materials



Project : HGH Trauma and Emergency Expansion

Position : MEP Cad Operator

Date : January 01, 2019 – June 30,2020

Company : MIDMAC CONTRUCTING COMPANY W.LL

Nature of Work

- Preparing of Mechanical Shop drawing. (HVAC System)
- Checking sub-contractors drawings for Approval.
- Preparing As-Built of Mechanical drawings. (HVAC System).
- Preparing 3D Fabrication CADmep Drawings for Fabrication purposes
- Currently coordinating Busduct Drawings.



Project : HGH Trauma and Emergency Expansion

Position : MEP Cad Operator

Date : December 01, 2015 – January 01, 2019

Company : MIDMAC CONTRUCTING COMPANY W.LL (DOHA, QATAR)

Nature of Work

Preparing of Mechanical Shop drawing. (HVAC System)

Checking sub-contractors drawings for Approval.

Preparing As-Built of Mechanical drawings. (HVAC System).

Preparing 3D Fabrication CADmep Drawings for Fabrication purposes



Project : QF HEADQUARTERS Building and Strategic Studies Center

Position : Jr. MEP Cad Operator

Date : June 4, 2013 – June 13, 2015

Company: MIDMAC CONTRUCTING COMPANY W.L, L (DOHA, QATAR)

Nature of Work

Preparing of MEP drawings.

- Preparing Architectural and Structural drawings.
- Checking sub-contractors drawings for Approval.
- Preparing Floor Plans for As-Built purposes.
- Editing of Architectural and Structural Details for As-Built purposes.



Project: THE LOPEZ TOWER and MUSEUM (Rockwell. Makati City)

Position : MEPF/Architectural Cad Operator (Core Services)

Date : February 2013 – May 31, 2013 Company : eDragon Power Builders, Inc.

Nature of Work

> Preparing RFA (Request for Approval) drawings.

> Preparing drawings for both Architectural and MEPF plans.

- Coordinates with the Structural and Architectural coordinator for latest plans.
- Editing of commented drawings for Approval.
- Preparing Floor CSD and ISD"s.
- Preparing Shop drawings.



Project : THE GROVE by Rockwell (Ortigas Ave., Pasig City)

Position: MEPF Cad Operator

Date : August 2012 – February 2013
Company : eDragon Power Builders, Inc.

Nature of Work

- > Preparing RFA (Request for Approval) drawings.
- Preparing drawings for both Architectural and MEPF plans.
- Coordinates with the Structural and Architectural coordinator for latest plans.
- > Editing of commented drawings for Approval.
- Preparing Floor CSD and ISD"s.
- Preparing Wall CSD and ISD"s.



Project : Edades Tower and Garden Villas (Rockwell Makati City)

Position : MEPF Cad Operator

Date : March 2011 – August 2012

Company : eDragon Power Builders, Inc.

Nature of Work

- Preparing of As-Built drawings for Sub-structure of MEPF for Approval (Coordinated with architectural structural versus MEPF)
- > Preparing RFA (Request for Approval) drawings.
- > Preparing drawings for MEPF lay-outs.
- ➤ Coordinates with the Structural and Architectural coordinator for latest plans.
- > Editing of commented drawings for Approval.
- Preparing Floor CSD and ISD"s.
- Preparing Wall CSD and ISD"s.

Project : <u>VAPCO Subic Bay (Under Design Management)</u>

(Done at Main office only)

Position: : MEPF Cad Operator / Architectural and Structural

Date : January 17, 2011 – March 2012 Company : eDragon Power Builders, Inc.

Nature of Work

- Preparing of MEPF drawings.
- Preparing Architectural and Structural drawings.
- > Editing of commented drawings for Approval.
- Preparing Floor Plans of Eight bldgs.
- Editing of Architectural and Structural Details.



Project : Government Office Bldg. "DILG BLDG"

(Quezon avenue, corner Edsa Quezon City)

Position : HVAC, Plumbing and Fire Protection Cad Operator

Date : October 2010 – January 2011
Company : SYSTECH Industries Corp.

Nature of Work

Preparing of As-Built drawings for Plumbing and Fire Protection for Approval.

> Preparing Shop drawings for site implementation.

Preparing drawings for Plumbing and Fire Protection lay-outs.

> Editing of drawings for As-built.

Checking actual lay-out of Plumbing and Fire Pro.



Project : St. Francis Towers Shangri-La Place

(Shangri-La Place, Pasig City)

Position : Mechanical (A/C and Vent) Cad Operator

Date : January 2009- October 2010
Company : SYSTECH Industries Corp.

<u>Nature of Work</u>

Preparing of As-Built drawings for Mechanical (both Towers) for Approval.

Preparing Shop drawings for site implementation.

Preparing drawings for Mechanical lay-outs.

> Editing of drawings for As-built.

Checking actual lay-out of Mechanical.



Project : Newport Office Building (NOB) "Star Cruises"

(Newport Pasay City)

Position : Mechanical (HVAC) Cad Operator
Date : March 24 2008- January 2009

Company: SYSTECH Industries Corp.

Nature of Work

- Preparing of As-Built drawings for Mechanical for Approval.
- Preparing Shop drawings for site implementation.
- > Preparing drawings for Mechanical lay-outs.
- > Editing of drawings for As-built.
- > Checking actual lay-out of Mechanical.
- Preparing Monthly Billing Statement for Project.
- Preparing Man power monitoring.
- Preparing Sub-con Billing Statement.

EDUCATIONAL BACKGROUND

Tertiary : Certificate in Industrial Technology Major in "Architectural Drafting"

University of Makati

Makati City 2004-2007

Secondary : Benigno "Ninoy" Aquino High School

Comembo, Makati City

2000-2004

Elementary : Pembo Elementary School

Escarlata St. Pembo Makati City

1994-2000

I hereby certify that the above statement is true and correct.