RHOSSANA L. HERRERA

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CARREER OBJECTIVES:

- To be able to enhance my knowledge and skills in the fields of engineering.
- To be associated with an organization that will provide an assured career growth and maximum professional development.

QUALIFICATION:

- Six years experience as AutoCAD Drafter & Structural Steel detailer for companies that caters local and foreign customers.

JOB EXPERIENCE:

Structural Steel Detailer/3D Modeller
November 21, 2011 – Present
Sinclair Knight Merz Phil. Inc
24/F Tycoon Center Pearl Drive,
Ortigas Center, Pasig City 1605, Philippines

Job Description
> - Perform structural drawings from written descriptions, sketches, and verbal instructions for various material handling (i.e., conveyors, tanks, transfer stations, screen house, etc.) related projects.
> - Work closely with the steel detailing team in custom layouts, fabrication and erection drawings for various steel detailing projects.
> - Draws details on AutoCAD and PRO-STEEL and MicroStation PROSTEEL environment using latest version.
> - Works with clients and company standards, submit all drawings with quality and on time.
> - Ensure that the drawing guidelines and procedure set by clients and company standards are complied.

Structural AutoCAD DETAILER
February 22, 2010 – August 10, 2011
SY^2 + Associates Inc. (former Aromin Sy + Associates Inc.)
Unit 504 Pryce Center, corner Bagtikan st.
Chino Roces Avenue, Makati City, Philippines

Job Description
- Perform structural CADD drawing of various structures for high rise building f or offices, commercials, residential, institutional, industrial and port/marine p rojects using concrete and/or structural steel.draw/revise plan drawings base d on the site condition as per architect comment or the designers.drawing to ensure latest design or approved drawings are issued.
- Draws floor plan on AutoCAD environment using latest version as per request of the client.
- Submit all plans with quality and on time.
- Ensure that the drawing guidelines and procedure set by the company under ISO standard of Quality Management system are complied.

AutoCAD Operator / Document Controller
June 18, 2008 – November 20, 2009
PHPC Co., Ltd. Inc. (affiliated Hitachi Phil.)
11th Floor Oledan Square
Standard Charter Building
Makati City, Philippines

Job Description
- Prepare manual/ CADD drawing as required for purposed of presentation, construction, securing permits/license shop and as-built drawings.
- Conduct site verification of inspection to determine if installation or work execution is based on the plan drawing.
- Compile all drawings for future references.
- Pick-up standard drawing and then draw/revise plan drawings based on the site condition.
- Control and monitor revised drawing to ensure latest design or approved drawings are issued.
- Submit monthly report of the project to the department head.
- Ensure that the drawing guidelines and procedure set by the company under ISO standard of Quality Management system are complied.
- Draws floor plan on AutoCAD environment as per request of the client.
- Submit all plans with quality and on time.

Designer / Encoder/ Checker
January 10, 2007-May 17, 2008
House Research Development (S) PTE. LTD.
Lot 7, Block 9 Phase 1 Cavite,
Eco-Zone, Rosario Cavite,

Job Description
- ➢ Produce quality and safe Menshin layer design using IBM and IMS software.
- ➢ Accomplish all plans for design and for checking given by the support leader accurately and on time.
- ➢ Ensure that the drawing guidelines and procedure set by the company under ISO standard of Quality Management system are complied.
- ➢ Be aware and committed in reducing errors done.
- ➢ Ensure the quality and timely encoding of all necessary data for building permit application.

Site Supervisor / AutoCAD Operator / Draftsman / Estimator
April 2006-December 2006
STARLAC's Konstruct Inc.
Golden Gate Subdvision, Las Pinas City

Job Description
- ➢ Draws floor plan on AutoCAD environment as specified by the engineer or as requested by the client.
- ➢ Visualizes the plan through free-hand drawing according to the given specifications by the engineer or the client.
- ➢ Approximates the quantity of materials needed for a specific project.
- ➢ Prepares the necessary bidding cost as to be approved by the manager.
- ➢ Coordinates with the client regarding the project's current status and bid progress report.
- ➢ Supervise workers on site occasionally or upon the command of the manager.

CURRICULUM VITAE:

TERTIARY:

June 2005 – March 2006	**Bachelor of Technical Teacher in Education**
	Major in Civil Engineering Technology
	Technological University of the Philippines
	Ayala, Manila, Philippines
	(Undergraduate)
June 2002 – March 2005	**Civil Engineering Technology**
	Technological University of the Philippines
	Ayala, Manila, Philippines

SECONDARY:

June 1997 – March 2001	Marinduque Natioanl High School
	Isok Boac Marinduque

ELEMENTARY:

June 1991 – March 1997	Amoingon Elementary School
	Amoingon, Boac, Marinduque

SEMINARS AND TRAININGS:

March 23 2008 – May 25 2008
AutoCAD 2008
Microcadd Technologies
SM Bacoor Branch, Philippines

July – August 2007
TEKLA 3D Software (Tekla Structure ver. 12)
HRD (S) PTE., LTD.
Lot 7, Block 9 Phase 1 Cavite,Eco-Zone, Rosario Cavite, Philippines

January 2005 – February 2005
Concrete & Concrete Material Testing Training Certification
Basic Asphalt Technology Training Certification
Soil Testing Training Certification
Integrated Research Training Center
Technological University of the Philippines
Ayala Boulevard, Ermita, Manila

SOFTWARE:

- MS Office Applications
- Visual Basic (IMS_4B)
- Adobe Acrobat Distiller ver.4 , 5 & 6
- AutoCAD (2004,2008 & LT) (ALL VERSION)
- Tekla Structure ver. 12
- PRO-STEEL
- MICROSTATION

PERSONAL DATA

Age: 27
Date of Birth : July 30, 1984
Place of Birth: Boac, Marinduque, Philippines
Height: 5'3"
Weight: 50 kls.
Nationality: Filipino
Language: American English, British English, Filipino
Religions: Christian