CURRICULUM VITAE

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| **Applicant Name** | **JOEL EXTRA RAMOS** |
| **Position Applied For** | Mechanical Engineer |
| **Date of Birth** | May 24, 1968 |
| **Nationality** | Filipino |
| **Latest Job Title** | Mechanical Engineer |
| **Latest Company Name** | Saudi Bin Laden Group, KSA |
| **Reason for leaving** | Better opportunities |
| **Salary Expectations** | Negotiable |
|  |  |
| **Key skills, relevant knowledge and experience** | * Construction - work supervision & coordination with 3 years of electromechanical experience * Piping with more than 1 year of costing / estimation, QA / QC, production supervision, sales / auditing experience * Manufacturing with more than 10 years of costing & production supervision experience * Technical service with more than 10 years of maintenance & drilling supervision experience * Integrated multi-functional skills * Cooperative team builder and motivator * Analytical & Math-inclined * Costing & estimation for stone products, furniture, packaging & piping * Sales & Auditing using Peaceful Accounting (PACT) software * Inventory & Material Control using PACT software * QA documents using ISO 9001 * Technical Submittal with Product Presentation, Engineering & Technical data * ASME, ASTM, ANSI, DIN, AWS codes * QC visual inspection (fabrication, welding, pipe fitting & insulation) * QC laboratory tests (Melt Flow Index, foam & HDPE density, Hydrotest, tensile) * Template for mitered elbow & mold fabrication using AutoCad * *Academic tutorial (Math major)* |

**JOEL EXTRA RAMOS**

**CAREER PROFILE & OBJECTIVE**

I am an experienced professional with rigid & integrated knowledge in technical engineering service, costing analysis and manufacturing management system for product and service improvement. I have the orientation to work under pressure and to handle multi-functional responsibilities. **My objective** is to enhance my career with upgraded skill and advanced management function towards globally-competitive excellence.

**KEY STRENGTHS, SKILLS & ACHIEVEMENTS**

Construction – based work with more than 3 years of electromechanical installation

Piping with more than 1 year of costing / estimation, QA / QC, production supervision, sales / auditing experience

Manufacturing with more than 10 years of costing & production supervision experience

Integrated multi-functional skills

Cooperative team builder and motivator

Analytical & Math-inclined

Costing & estimation for stone products, furniture, packaging & piping

Sales & Auditing using Peaceful Accounting (PACT) software

Inventory & Material Control using PACT software

QA documents using ISO 9001

Technical Submittal with Product Presentation, Engineering & Technical data

ASME, ASTM, ANSI, DIN, AWS codes

QC visual inspection (fabrication, welding, pipe fitting & insulation)

QC laboratory tests (Melt Flow Index, foam & HDPE density, Hydrotest, tensile)

Template for mitered elbow & mold fabrication using AutoCad

*Academic tutorial (Math major)*

**EDUCATION**

**Bachelor of Science in Mechanical Engineering**

Batangas State University, Batangas City 1990

**Certificate in Teaching Program (Math)**

Philippine Normal University, Manila 1998

**WORK EXPERIENCE HIGHLIGHT**

**Saudi Bin Laden Group / Advanced Vision Electromechanical Co. (KSA)**

**MECHANICAL ENGINEER**

**(8th July 2010 to Present)**

**Project s: King Saud Bin Abdulaziz University for Health Sciences**

**Princess Noora Bint Abdulrahman Women’s University**

**MOI Correction Facilities – Riyadh**

SITE SUPERVISION

* Supervises the activities of assigned personnel in the Field Unit.
* Reviews incoming daily schedules with his Zone Manager and schedules work on a daily basis with assistance from the Supervisors and Foreman.
* Reviews construction work, coordinates on this work and offers advice and/or assistance to other concerned engineers or Subcontractors as required.
* Compares work progress against work plan daily to ensure the economic use of manpower and to minimize the effect on producing operations and other areas of the company's activities.
* Gives his subordinates practical advice on complex mechanical tasks, including drawing review and detailed work instructions on method, etc.
* Estimates job requirement, prepares field instructions.
* Carries out other similar or related duties such as preparing statistical data on workload, productivity and materials for use by his Zone Manager.
* Checks and conducts safety talk to increase safety awareness of employees [company as well as contractor] under him to ensure safe execution of the construction jobs. Routinely evaluates workers' knowledge and adherence to safe work practices, guidelines and standards.
* Inspects Subcontractor’s scope & discussed the existing problem to the concerned Engineers & Consultants.
* Prepares Progress Report (including material & civil work problems) for each building.

MATERIAL PROCESSES

* Conducts material take-o**ff** & reviews the Equipment Schedule & Shop Drawing as per quantities& technicalities.
* Monitors material stocks, issuance or revisions & facilitates the distribution for Subcontractor’s scope.
* Processes the Material Inspection Request & discusses to the Consultant regarding the technical issues & provisions.
* Coordinates with Technical Department for material specifications & approval.
* Advises Procurement Department for material discrepancies as per Equipment Schedule, Shop Drawing, Material Submittal, P.O. & Delivery Note.
* Coordinates with the Suppliers regarding inquiries, technical issues, troubleshooting & installation demonstration.
* Prepares Equipment Status Report per building, from material request to installation.

INSPECTION PROCESS & COORDINATION

* Processes the Request For Inspection (RFI) & coordinates w/ the consultant regarding inspection schedule & requirement.
* Coordinates the inspection result & take consultation if needed.
* Executes action from the consultant's comment on inspection.
* Monitors RFI schedule, results & problems for Subcontractor’s scope, & discusses to Consultant as per requirement & advice.
* Coordinates the Site Work Instructions from the Consultants & reviews problem for each technical answer.

**TESTING** & **HANDOVER PROCEDURE**

* Processes the Request For **Testing** (RF**T**) & coordinates with the Consultant regarding **testing** schedule & requirement.
* Supervises the pre-test to check the equipment operational condition.
* Executes action of any troubleshooting needed for the equipment operation.
* Coordinates the **test** result & **equipment operation approval**.

**Saudi Preinsulated Pipes Industries ( KSA)**

**MECHANICAL ENGINEER**

**(17th November 2008 to 27th February 2010)**

COSTING & ESTIMATION

* Evaluate products' status by quantity & cost
* Compute the prices of additional-ordered items & layout the drawing
* Compute material take-off & make inquiries for new BOQ
* Prepare Production Status Report as per item & as per job order

SALES & AUDITING

* Update sales order & tally invoices using PACT software
* Tally delivery balances & payment variances
* Update clients' inquiries regarding delivery tally & variances
* Update Material Withdrawal Request, Receiving Report, Product Transfer Report
* Compute raw material consumption and total scrap used
* Coordinate Enterprise Resource Planning - Item Master format & Configuration (Navision Microsoft Software)

QA & QC

* Prepare QA documents (ISO 9001)
* Prepare Technical Submittal (Engineering & Technical Data)
* Research on Codes & Standards for material requirements & product specification (ASME, ASTM, ANSI, DIN, AWS, etc.)
* Coordinate Radiographic Test / Non-destructive Test for welding (Pipe ID coding & schedule for repair) & update products' status
* Update QC Report and conduct test (visual inspection, Hydrotest, Meltflow test, HDPE & foam Density test )

PRODUCTION

* Design templates for the fabrication of odd angle elbows and GI mold using AutoCad

**Jireh Forge Inc. (Cavite, Phil)**

**COST ENGINEER**

**(17th April 2005 to 14th November 2008)**

Responsibilities:

* Compute material cost, bill of materials for all manufacturing processes (e.g. metal fabrication, weaving, polishing, finishing, etc.) and the marked up price of each product based on recommended design.
* Evaluate the cost and quality at certain criteria with recommendation and technical advice.
* Provide engineering support to other departments as required by Marketing, Administration and Technical management.
* Monitor the assembly line and production status.

**Aerostone Inc. (Cavite, Phil)**

**MANUFACTURING ENGINEER**

**(19th December 2000 to 25th March 2005)**

Responsibilities:

* Identify and execute solutions for improvement in safety, quality, productivity and costs.
* Evaluate and justify capital investments.
* Evaluate causes of manufacturing problems and give technical assistance whereof.
* Prepare and organize documentation of existing and modified manufacturing processes.
* Reduce product cost while improving its quality.
* Provide engineering support to other departments as required.
* Supervise packaging and innovate new design for shipping improvement.

**Best Choice Industrial Services (Bataan, Phil)**

**SERVICE ENGINEER**

**(September 1995 to October 2000)**

Member of the project team that supervised the well drilling project, from the preparation to the commissioning which includes the arrangement of project schedules dealing with the clients and project design

Responsibilities:

* Schedule work plans and set project phases.
* Monitor and evaluate the technical task of the project team from the driller to the foreman.
* Dialogue with the clients regarding the technicalities of the project.
* Supervise technical test and make report for evaluation.
* Commission the project to the client after the final test.
* Evaluate all phases of the project and recommend improvement for drilling and piping.

**COMPUTER SKILLS**

MS Word, MS Excel & MS Powerpoint

AutoCad

Peaceful Accounting (PACT)

**REFERENCES**

**Engr.** Julius Dela Torre Riyadh, KSA

Past President 🕿+966506993606

Philippine Society of Mechanical Engineers

Riyadh Chapter

**Engr. Mousa S. Fayyad** Jeddah, KSA

Project Director 🕿+966543798786

Management Department

Advanced Vision Electromechanical Co.

**Engr. Elia Haddad**  Riyadh, KSA

Project Manager 🕿+966544457219

MOI Correction Facilities - Riyadh

Advanced Vision Electromechanical Co.

**Engr. Evelyn P. Vedasto** Cavite, Phil

General Manager 🕿 6800-6445

Jireh Forge Inc.

GMA, Cavite

**PERSONAL DATA**

Father’s Name Modesto T. Ramos

Date of Birth May 24, 1968

Civil Status Married

Gender Male

Nationality Filipino

Passport Number EB8274542

Licenses **Registered Mechanical Engineer**

**Professional Teacher**

Membership Saudi Council of Engineers

Philippine Society of Mechanical Engineers-CRSA

Contact Number (mobile) +966564336021

+966583925329

Email Address joramos2011me@yahoo.com

jramos@visionem.net