



MARLYN ALCARAZ – ESEQUE

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Visa Status: Working Visa

CAREER OBJECTIVE

To be part of the company that offers professional growth and challenging yet rewarding career; to enhance my capabilities and provide significant project contributions through gained experience, knowledge and skills.

QUALIFICATION SUMMARY

Licensed Mechanical Engineer with **18** years combined working experience in Engineering including Civil, Mechanical, Architectural and QAQC, in the field of both Construction and Manufacturing.

SKILLS

- ✓ Extensive experience in handling wide range of Engineering Tasks.
- ✓ Outstanding level of oral and written communication skills.
- ✓ Excellent interpersonal skills, a team player, flexible and pro-active.
- ✓ Extremely self-organized, has the initiative, resourceful, hardworking.
- ✓ Ability to work accurately and independently in a fast-paced, intense and under pressure environment.
- ✓ Ability to manage tasks and time efficiently with high level of motivation and professionalism.
- ✓ Strong knowledge of MS office such as Word, Excel, Power Point, Outlook and Visio.
- ✓ Background knowledge of Electronic Data Management Systems such as EPLASS and ACONEX.

CURRENT WORK

PROJECT: UDEID AIR BASE ACCOMMODATION & SUPPORT FACILITIES

Al Udeid Air Base (AUAB) is the home to the forward headquarters of United States Air Forces Central Command here in Qatar. The project is part of the Al Udeid 2040 vision to transform AUAB into a state-of-the-art air base that supports a shared vision of the future.



CONTRACTOR : BAHADIR Construction Engineering (Doha, QATAR)
DESIGNATION : TECHNICAL ENGINEER (under Design Department)
Duration : June 2019 to Present
Report to : Design Manager

Job Description

- ☞ Subcontracting and Tender Process: prepare tender packages in relation to materials required for the project; tender reviews such as the pre-qualifications and technical proposals received from tenderers; provide technical input to arrive to conclusion and recommendations.
- ☞ Materials & Samples submissions (all disciplines): technical reviews against project specifications; comparison between alternatives with regards to compliance to requirements, cost and constructability; provide final recommendation.
- ☞ Engineering Reviews: engineering documents review such as design drawings (from Designers) and shop drawings (from Subcontractors), reports / calculation reports and others making sure they are in line with the project requirements; provide valuable comments and input during the reviews.
- ☞ Coordination with Subcontractors: material compliance and timely submissions; follow up approvals and relevant issues to arrive to closures.
- ☞ Raise technical queries to the Client, Designers and Subcontractors for all the technical clarifications that may arise as necessary.
- ☞ Technical & admin assistance to immediate superior: prepare reports, presentations, spreadsheets, technical/non-technical in nature; participate in meetings, prepares Minutes of Meeting; perform other tasks that may be assigned by immediate superior.

PREVIOUS WORK EXPERIENCE

PROJECT: DOHA METRO - GREEN LINE UNDERGROUND PROJECT

Green Line Underground Project is part of the Doha Metro Project consists of approximately 16.6km underground twin-bored tunnel, six stations, two switch boxes and additional structures such as evacuation shafts. Project cost is QAR8.98 billion. The Employer is Qatar Rail and ASTAD-HILL JV provides the project management.



CONTRACTOR : PORR – SBG – HBK Joint Venture (Doha, QATAR)
DESIGNATION : TECHNICAL ENGINEER (Technical Department / later Construction Department)
Duration : May 2014 to June 2019
Report to : Head of Department (later Deputy Project Director)

Job Description

- ☞ Works preparation for Civil and Architectural Finishes (Back of House) including: design review, preparation of method statements and work instructions, material evaluation.
- ☞ Material Submittals and Samples:
 - Technical review, comparison, recommendation and submission.
 - Related administration (register, status update and progress reports to client).
- ☞ Involvement in the Subcontracting and Tender Process: prepare tender documents, review of pre-qualification and technical proposals and provide technical input, to arrive to conclusion and recommendations.
- ☞ Provide technical support to Sites - Civil & Architecture (Back of House):
 - Cranes optimization, cost evaluation, mobilization and demobilization.
 - Concrete defects (finding suitable material and repair method).
 - Precast elements (design and BOQ update, delivery schedule and priorities).
 - Backfill works (respond to site queries, material, specs, test trials and execution).
 - Contribute in closing QAQC issues at sites (SCARs, NCRs, CSRs and the like).
 - Organize material 3rd party test (e.g. blockwork fire test, backfill compaction, etc.).
 - Coordinate responses to day to day queries raised by sites and subcontractors.
- ☞ Involvement in the project hand-over documentation: review and submission of construction as-built documents, O&M Manuals and QCDD related documents.
- ☞ Technical and administrative assistance to immediate superior:
 - Prepare reports, presentations, spreadsheets - technical/non-technical in nature.
 - Participate in the meetings, prepares Minutes of Meeting (MOM) if required.
 - Prepare Purchase Requisitions and relevant attachments.
 - Prepare Drawing Amendment Sheet (DAS) for generic site changes.
 - Raise Technical Queries (TQ) to Specialists (if required) and follow up reply.
 - Any other tasks delegated by the immediate superior.

PROJECT: BARWA COMMERCIAL AVENUE

BARWA Commercial Avenue is an 8.5 km long, mega-sized, mixed-use development of buildings consist of commercial complexes, showrooms, offices, and residential units. The project contains five main buildings, Types 1 to 5, each with its distinctive architectural design and style. The Employer is BARWA Real Estate Company and QPM has provided the project management, design management, construction management and cost management services. The estimated project cost is QAR 6.5 billion.



CONTRACTOR : HOCHTIEF SOLUTIONS MIDDLE EAST QATAR W.L.L. (Doha, QATAR)
DESIGNATION : MECHANICAL ENGINEER (cum Asst. to the Engineering Manager)
Duration : February 2009 up to June 2013
Report to : Engineering Manager, Head of Section, Handing Over Manager

Job Description

- Subcontracting/Tender Process: Participated in the review of tender documents to be provided to potential subcontractors; Reviewed and provided technical comments on the prequalification and technical proposals received from subcontractors.
- Involved in the review of engineering design drawings issued by the Consultant; Raised RFIs (Request for Information) when required; Consolidated the design review comments among colleagues and created final design review report.
- Liaised with subcontractors for the timely submission of required documentation (updated schedules, material submittals, shop drawings, progress reports).
- Arranged meetings both tender stage and execution, prepared the Minutes of Meeting.

Additional Tasks - COORDINATOR of Handing Over Team (Oct. 2011 up to Jun. 2013)

- Provided technical and administrative support to the Handing Over Team by preparing and maintaining relevant reports, presentations, tracking logs, progress status, correspondence, prepares MOM, etc.
- Updated the status of handing over progress and documentation (Snagging Lists, Inspection Request Closures, Testing & Commissioning, O&M Manuals).

MACAIR LAND AND MARINE MEP CONTRCATOR (Dubai, UAE)

DESIGNATION : QA ENGINEER
Duration : January 2008 ~ January 2009
Report to : Managing Director

MACAIR Major Projects listed:

Al Turath Souq at Cultural Village, Jumeirah Golf Estates (Flame Tree and Fire Side Villas), Dubai Studio City Office Buildings, Dubiotech Laboratory Building, Twin Towers at Dubai Technology and Research Park, Dubai Municipality Branch Offices, Mercure Grand Hotel.

Job Description

- Implemented Quality Management System in accordance with the established company quality policy and objectives.
- Liaised with Safety Officers for the development of HSE procedures.
- Provided administrative support to sites: updated log sheets, preparation of reports and presentations related to QAQC.
- Coordinated with Site Managers for the preparation of ITPs, Check sheets, Method Statements, Work Instructions.
- Participated in the tender process, prepared Subcontractor's Prequalification Documents for submission to Client.
- Carried out internal quality audits for all project sites; represented the company during ISO external audits.

QUALITY ASSURANCE ENGINEER

February 2007 ~ September 2007 – Shinetzu Magnetics Philippines Inc. (Laguna Technopark, Biñan City, Philippines)

QUALITY ASSURANCE JUNIOR SUPERVISOR

July 2005 ~ January 2007 – PRICON Microelectronics Inc. (Carmelray Park, Calamba City, Philippines)

QUALITY ASSURANCE / QUALITY CONTROL ENGINEER

March 2002 ~ July 2005 Nidec Philippines Corporation (Laguna Technopark, Binan City, Philippines)

Job Description

Generic functions:

- Led all QAQC activities on the implementation/control of quality systems and standards.
- Carried out internal and external quality audit.
- Identified quality problems, initiated generation and implementation of solutions.
- Issued NCRs and confirmed effectiveness of corrective and preventive actions.
- Monitored in-line and outgoing inspections to ensure customer's requirements are met.
- Arranged for inspectors periodical training and assessment.
- Reviewed engineering drawing and prepared inspection checklists/data sheets.
- Presented to management the quality trend and performances.
- Managed the quality documents and records.
- Investigating and troubleshooting quality issues.
- Ensure Quality Documentation to support acceptance is correctly followed within production and create control plans.
- Conduct End of Run OEE analysis (Overall Equipment Effectiveness)
- Set detailed guidelines on what needs to be checked and what the quality standards should be.
- Monitoring in process SPC (Statistical process control) and generation of Emergency Action Plans.
- Develop and implement Manufacturing quality control systems and standards.

PERSONAL BACKGROUND

EDUCATIONAL QUALIFICATION

BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING: 1996 – 2001 (Colegio de San Juan de Letran, Calamba, Philippines)

PROFESSIONAL LICENSURE EXAMINATION TAKEN : Mechanical Engineering Licensure Examination (License No. 59352)

Date and Place: October 2001/Manila, Philippines (Philippine Regulatory Commission)

TRAININGS/SEMINARS ATTENDED

- ISO 9001:2015 – Auditor / Lead Auditor Training Course (Certificate # 1910140219090104)
Issued by Transparent Neutral Veritas on 14 October 2019
- HILTI Passive Fire Protection Seminar (Westin Doha Hotel, 31 October 2016)
- Aconex Document Management System (In-house training)
Doha Metro – Green Line Underground Project (PSH Joint Venture, Doha Qatar)

PERSONAL DATA

Birth Date : March 1, 1979
Age : 42 yrs. Old
Nationality : Filipino
Marital Status : Married
Language Spoke : English/Filipino
Passport Number : P7381345A

REFERENCES

Personal and Professional references are available upon request.