



JIM B. DAZ

Nationality: Filipino

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QUALIFICATIONS

Bachelor of Technology-Samar State University - Manila, Philippines

(10 years experience in GCC) 15 years of experience in Construction, Architecture, Engineering consulting firms & Industry; Philippines, Brunei, Saudi Arabia & Bahrain. Experience covers; Architectural design, Interior Design, Space planning, Site development, Landscaping and Detailed shop drawings. Proficient in AutoCAD, Sketch up, Microsoft, Excel, Lumion & Revit. Had Demonstrated excellence in drafting and ensuring compliance with stipulated quality and standards. Hands-on and detailed oriented whether working independently or as a part of a team.

TRAINING COURSE

International Informatics Computer Institute, Philippines

POSITION DESIRED

- Architectural Draftsman

JOB DESCRIPTION

- To receive incoming drawings, check & record their status.
- Issue Construction/Contract drawings to Project Engineers on their related sites.
- To prepare & keep updated drawing register for all current projects, completed projects, tenders. Ensure that current project the drawing registers are issued to site incorporating updates/revision.
- To prepare shop drawings as required by the site Project Engineer etc.
- Issue shop drawings to consultant/Client, incorporate any changes and Issue drawing to site for Construction purposes.
- To liaise closely with Project Manager / Engineer & ensure that they have The necessary working drawings as required.
- To liaise closely with the Electromechanical Department to ensure computability & coordination In submission of shop drawings.
- To prepare As-Built drawings as per contract requirements.
- To make sure that the drawings are produced to the highest possible standard.
- To prepare mock-up drawings as required for approval.

EMPLOYMENT SUMMARY:

From: April 10, 2021 up to present

Company: **DOWN TOWN CONSTRUCTION COMPANY W.L.L.**

Address: Manama Bahrain

Project: BMP Modernization Project (**BAPCO**)

Position: **Senior Draftsman**

Other Duties and Responsibilities:

- To prepare Foundation Drawings & surveyors coordinate drawings.
- To prepare survey reports drawings (Theoretical & Actual Level)
- To prepare coordination drawings to avoid clashes prior the installation of the equipment.
- To prepare as-built drawings as per contract required.
- To coordinate with the Engineers for their submission of drawings.

From: August 08, 2017 to April 04, 2021

Company: **POULLADIES CONSTRUCTION CO.W.L.L.**

Address: Manama Bahrain

Position: **Senior Draftsman**

Other Duties and Responsibilities:

- To prepare Architectural shop drawings
- To prepare Coordination drawings
- To prepare Builders work drawings
- To prepare 3D model & rendering
- To coordinate with the subcontractors for their respective drawings submission of drawings.

From: Nov. 15, 2016 to July 30, 2017

Company: **A.CONDOR** Kiwi Banner Trading Division Bahrain

Address: Road 80 Jidhafs 428, Bahrain

Position: **Draftsman/ Interior Design**

Other Duties and Responsibilities:

- To prepare shop drawings for formworks
- Dealing with the Clients for Technical drawings submission.
- Visit at fabrication shop during preparations of formworks before deliver to site for installation.
- Visit the site to coordinate with engineers during installation of formworks.

From: Aug. 16, 2010 to Aug. 16, 2016

Company: **AL MAJAL AL ARABI GROUP** Riyadh, K.S.A

Address: Riyadh, Saudi Arabia

Position: **Senior Draftsman**

Other Duties and Responsibilities:

- Helps the Team to developed the requirements of the Drawings, Specification & BOQ
- In-charge in all Architectural & interior Fit-out Drawings with Full supervision on Site.
- To prepare on site free hand sketches for Architectural & Interior design Fit-out as supplementary drawings.
- To prepare as-built drawings as per contract required.

From: Aug. 18, 2004 to Sept. 16, 2009

Company: **MAXLIN APPARELS (B) SDN BHD.**

Address: Lot 34-36 Serasa Industrial Estate Muara BT1728 BSB Negara Brunei Darussalam.

Position: **Technical Draftsman**

Other Duties and Responsibilities:

- CAD Operator for Product Design & Manufacturing
- CAD Operator for Customized Design & Printing

From: May. 08, 2007 to Oct. 18, 2009

Company: **REUBEN RRABARA & ASSOCIATES**

Address: 29 Purdue St. Brgy, E. Rodriguez Cubao, Quezon City Philippines.

Position: **AutoCAD Draftsman**

Other Duties and Responsibilities:

- To prepare Architectural shop drawings
- To prepare Coordination drawings
- To prepare As-Built drawings as per contract requirements.

From: April. 18, 2003 to Nov. 18, 2003

Company: **ADVTECH Microcadd System Inc.**

Address: Suite 203 West City Plaza No.66 West Ave. West Triangle, Quezon City, Philippines.

Position: AutoCAD Draftsman

Other Duties and Responsibilities:

- Technical Draftsman Civil
- 3D model Modeling & Rendering

I hereby declare that all the above information is true and correct.



Jim Basal Daz
AutoCAD Operator