

PERSONAL DATA SHEET

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.


Print legibly. Tick appropriate boxes ☐ and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

1. CS ID No. (Do not fill up. For CSC use only)

I. PERSONAL INFORMATION			
2. SURNAME	A B R E R A		
FIRST NAME	M A R C E L O	NAME EXTENSION (JR., SR) J R .	
MIDDLE NAME	T A N G P U Z		
3. DATE OF BIRTH (mm/dd/yyyy)	12/29/1988	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	DULAG, LEYTE	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country:
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	77 Kilbourne St., House/Block/Lot No. Street VSU Campus Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province 6521
7. HEIGHT (m)	1.60 m	18. PERMANENT ADDRESS	Zone 2 House/Block/Lot No. Street Calubian Subdivision/Village Barangay Dulag Leyte City/Municipality Province 6505
8. WEIGHT (kg)	60 kg		ZIP CODE
9. BLOOD TYPE	O+		ZIP CODE
10. GSIS ID NO.	2004351486		ZIP CODE
11. PAG-IBIG ID NO.	121097811476	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	13-000101495-2	20. MOBILE NO.	0947-882-2345
13. SSS NO.	34-9581067-9	21. E-MAIL ADDRESS (if any)	marcelo.abrera@vsu.edu.ph
14. TIN NO.	408-793-887		
15. AGENCY EMPLOYEE NO.	V000786		

II. FAMILY BACKGROUND				
22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	ABRERA			
FIRST NAME	MARCELO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CLARICIA			
25. MOTHER'S MAIDEN NAME				
SURNAME	TANGPUZ			
FIRST NAME	ADELAIDA			
MIDDLE NAME	GUALBERTO			
(Continue on separate sheet if necessary)				

III. EDUCATIONAL BACKGROUND							
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	Calubian Elementary School	Primary Education	1995	2001	Graduated	2001	Valedictorian
SECONDARY	Dulag National High School	High School	2001	2005	Graduated	2005	Second Honorable Mention
VOCATIONAL / TRADE COURSE	Technical Education and Skills Development Authority	Computer-Based English Proficiency	2009	2009	Graduated	2009	2nd Honor
COLLEGE	Eastern Visayas State University	Bachelor of Science in Civil Engineering	2005	2010	Graduated	2010	Cum Laude
GRADUATE STUDIES	Eastern Visayas State University	Master in Eng'g Major in Civil Engineering	2011	2013	24 units	-	-
	University of the Philippines - Diliman	Master of Science in Civil Engineering (Structural Engineering)	2016	present	33 units (on-going study)	-	College Honor
(Continue on separate sheet if necessary)							

SIGNATURE		DATE	October 24, 2024
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IV. CIVIL SERVICE ELIGIBILITY						
27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	RA 1080 (BOARD EXAM PASSER)	75.40	July 2017	St. Jude College - Manila	0010946	12/29/2020
	RA 1080 (BOARD EXAM PASSER)	88.60	November 2010	University of the East - Manila	0118292	12/29/2020
	P.D. 907 (HONOR GRADUATE, CUM LAUDE)	1.530	March 2010	Eastern Visayas State University	N/A	N/A

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/N)
	From	To						
	3/1/2021	7/31/2024	Director, Planning and Infrastructure Project Development and Monitoring Office*	Visayas State University	-	-	N/A	Yes
	12/1/2020	7/31/2024	Head, Infrastructure Project Development, Management and Monitoring Office*	Visayas State University	-	-	N/A	Yes
	11/1/2022	7/31/2024	Unit Supervisor, Constructors' Performance Evaluation System-Implementing Unit*	Visayas State University	-	-	N/A	Yes
	3/1/2023	6/15/2024	Chairman, VSU Inspectorate Team*	Visayas State University	-	-	N/A	Yes
	6/1/2013	7/31/2024	Instructor I	Visayas State University	P30,000	12-5	Temporary Regular	Yes
	11/1/2011	12/31/2012	Engineering Assistant	Department of Agriculture - Eastern Visayas Integrated Agricultural Research Center	P16,000	9-1	Contractual	Yes
	06/24/2011	04/31/2012	Review Instructor	Besavilla Engineering Review Center	P11,000		Part-time	No
	1/10/2011	06/30/2011	Project-In-Charge	National Irrigation Administration	P20,000	12-1	Contractual	Yes
	1/4/2010	10/31/2011	CAD Operator	Cospen.Net	P5,000		Part-time	No
*Appointed by the University President								

(Continue on separate sheet if necessary)

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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Philippines Society of Plumbing Engineers (PSPE), Inc.	9/1/2017	PRESENT	6 hrs/mo	MEMBER
	Philippine Institute of Civil Engineers	3/12/2012	PRESENT	6 hrs/mo	MEMBER
	St. Joseph Multi-Purpose Cooperative	3/3/2012	12/31/2012	5 hrs/week	TREASURER
	Philippine Institute of Civil Engineers - EVSU Student Chapter	1/6/2009	03/31/2010	6 hrs/week	EXECUTIVE VICE-PRESIDENT
	Philippine Institute of Civil Engineers - EVSU Student Chapter	1/6/2008	03/31/2009	7 hrs/week	EXECUTIVE SECRETARY
	Senior Class Organization - EVSU	1/6/2009	03/31/2010	8 hrs/week	SECRETARY
	Rotaract Club	1/6/2009	03/31/2010	9 hrs/week	TREASURER
	Junior Class Organization - EVSU	1/6/2008	03/31/2009	10 hrs/week	TREASURER

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)


30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Scenario-Based and Strategic Planning Workshop	7/15/2024	7/26/2024	80	Technical	Visayas State University
	Training Course on Understanding Construction Contracts and CIAP Document 102	7/4/2024	7/5/2024	16	Technical	CIAP-PDCB
	Faculty Onboarding	1/15/2024	1/15/2024	8	Technical	Visayas State University
	MATLAB as a Prediction and Forecasting Modelling Tool for Civil Engineers	12/8/2022	12/8/2022	3	Technical	Upswing Learning Center
	Government Procurement Reform Act (RA 9184)	9/11/2022	9/11/2022	3	Technical	Upswing Learning Center
	Surveying Methods and It's Application to Site Construction & Estimates	9/6/2022	9/6/2022	3	Technical	Upswing Learning Center
	Effective Construction Project Planning and Management	9/1/2022	9/1/2022	3	Technical	Upswing Learning Center
	Crack Analysis, Repair & Control in Mass Concrete Structures	8/30/2022	8/30/2022	3	Technical	Upswing Learning Center
	Ansys 2021 R1 Academic Update for Licensing, Definitions and Additional Capabilities	4/28/2021	4/28/2021	3	Technical	CAD-IT Consultants
	Structural Analysis using Ansys FEA for Engineering Applications	3/10/2021	3/10/2021	3	Technical	CAD-IT Consultants
	Webinar on Introduction to Copyright and Fair Use for Educators	8/28/2020	8/28/2020	3	Technical	Office of the Director for Innovation - VSU
	Understanding the basis of Philippine Earthquake Model and Functions of Earthquake Recording Instrumentation	8/15/2020	8/15/2020	3	Technical	ASEP
	Simplified Short Circuit & Voltage Drop Calculations	8/8/2020	8/8/2020	1	Technical	PSPE, Inc.
	Hydro Testing Procedure and Documentation	8/8/2020	8/8/2020	1	Technical	PSPE, Inc.
	Construction Operation & Maintenance of Septic Tank (Design, Computation & System Care)	8/1/2020	8/1/2020	1	Technical	PSPE, Inc.
	Right to Have A Clean & Functioning One (1) Unit Toilet & Bathroom at Home	8/1/2020	8/8/2020	2	Technical	PSPE, Inc.
	The Impact & Implication of Covid-19 in Plumbing Fixture Layout & Construction Site	8/1/2020	8/1/2020	1	Technical	PSPE, Inc.
	Plumbing Construction Documentation	7/25/2020	7/25/2020	1	Technical	PSPE, Inc.
	Analysis of Sewer Loading for a High-Rise Building	7/25/2020	7/25/2020	1	Technical	PSPE, Inc.
	Hydraulic Calculation the Easiest Way	7/25/2020	7/25/2020	1	Technical	PSPE, Inc.
	Seminar-Workshop on Fundamentals of Forensic Engineering	5/31/2019	5/31/2019	8	Technical	Department of Civil Engineering - VSU
	Basic CPR and First Aid Training by Phil. Red Cross Ormoc Chapter	4/17/2019	4/17/2019	8	Technical	GAD VSU
	Module 10: Forensic Engineering and Retrofitting Design	8/10/2018	8/12/2018	24	Technical	RBRA Structural Engineering
	Training-Workshop on Writing and Presenting Proposal Towards Building Science Culture in Eastern Visayas Region	1/10/2015	2/10/2015	16	Technical	National Academy of Science and Technology/Outstanding Young Scientist
	7th Region VIII PICE Technical Conference	09/24/2015	09/25/2015	16	Technical	PICE Region VIII
	Facilitating Skills Enhancement Seminar	07/23/2014	07/23/2014	8	Supervisory	University Student Services Office

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	SINGING		N/A		Philippine Institute of Civil Engineers
	DANCING				Philippines Society of Plumbing Engineers

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 24, 2024
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed,
a. within the third degree?
b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES☒ NO

☐ YES☒ NO

If YES, give details:

35. a. Have you ever been found guilty of any administrative offense?

b. Have you been criminally charged before any court?

☐ YES☒ NO

If YES, give details:

☐ YES☒ NO

If YES, give details:
Date Filed: _____
Status of Case/s: _____

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

☐ YES☒ NO

If YES, give details:

37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?

☒ YES☒ NO

If YES, give details:
DA - Finished Contract NIA - Finished Contract

38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?

b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?

☐ YES☒ NO

If YES, give details: _____

☐ YES☒ NO

If YES, give details: _____

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ NO

If YES, give details (country):

40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items:
a. Are you a member of any indigenous group?
b. Are you a person with disability?
c. Are you a solo parent?

☐ YES☒ NO

If YES, please specify: _____

☐ YES☒ NO

If YES, please specify ID No: _____

☐ YES☒ NO

If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
Engr. GLADYS G. DOYDORA	Bohol	9778191400
Dr. DILBERTO O. FERRAREN	Cebu City	9176341488
Dr. MARIA LEAH I. ABAD	EVSU, Tacloban City	9186615134

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.

MARCELO T. ABRERA JR.
PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: PRC

ID/License/Passport No.: 0118292

Date/Place of Issuance: 12/03/2010, Manila

Signature (Sign inside the box)
October 24, 2024
Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 05 NOV 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR
YSU Chief Legal Officer
Person Administering Oath

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WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied for.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed starting with the most recent/present employment

- Duration: March 2021 – July 2024
- Position: Director
- Name of Office/Unit: Planning and Infrastructure Project Development and Monitoring Office
- Immediate Supervisor: Dr. Moises Neil V. Seriño, VP for Planning Resource Generation and Auxiliary Services
- Name of Agency/Organization and Location:
Visayas State University – Main Campus
- List of Accomplishments and Contributions
 - Facilitated the completion of infrastructure perspective views for LUDIP submission
 - Assisted the Vice Presidents in monitoring accomplishments of each office based on OPCR
 - Monitored the overall performance of research and extension project plans
 - Gathered annual data and report of accomplishments
 - Coordinated with the University Integrated Media Center in the publication of Annual Reports, and Research and Development Reports
 - Prepared Quarterly Reports and submit to VP for Planning, Resource Generation and Auxiliary Services
 - Submitted annual reports and data needed by the DBM
 - Submitted project monitoring reports to NEDA
 - Led in the completion of LUDIP
 - Chaired the university committees such as committees on Energy Conservation Committee, and Traffic Management Committee.
 - Prepared Structural Analysis of infrastructure projects of at least 2-storey.
- Summary of Actual Duties
 - Provide leadership and supervision in the establishment of the university master plan;
 - Actively lead in the annual assessment of master plan implementation vis-à-vis the strategic plans;
 - Assist the Vice Presidents in monitoring accomplishments of each unit based on the OPCR;
 - Monitor the overall performance of research and extension project plans in coordination with the OVPREI;
 - Lead in the gathering of year data and report of accomplishment, and convert the data into a readable Annual Report;
 - Coordinate with the University Integrated Media Center in the publication of the Annual Reports, Research and Development Reports and other reports needed by the government;
 - Ensure that annual reports and data needed by CHED, DBM and NEDA are provided on time.

- Duration: December 2020 – July 2024
- Position: Head
- Name of Office/Unit: Infrastructure Project Development, Management and Monitoring Office
- Immediate Supervisor: Dr. Moises Neil V. Seriño, VP for Planning Resource Generation and Auxiliary Services
- Name of Agency/Organization and Location:
Visayas State University – Main Campus
- List of Accomplishments and Contributions
 - Led in the preparation of detailed engineering design of infrastructure projects;
 - Prepared the Structural Design of Infrastructure Projects of at least two-storey;
 - Prepared the Scope of Work of the infrastructure projects;
 - Assisted in the preparation of cost estimate of infrastructure projects;
 - Prepared the PERT/CPM and S-Curve of infrastructure projects;
 - Prepared the progress report of on-going construction projects;
 - Conducted consultation meeting with the end-user units for the request of infrastructure design;
 - Prepared Structural Analysis of infrastructure projects of at least 2-storey.
 - Prepared quarterly reports of the office and submitted to the PIPDMO.
- Summary of Actual Duties
 - Initiate the planning, design, execution, monitoring, controlling and closure of all infrastructure projects;
 - Define the scope of work including the activity plans, schedule and resource, with the time and cost estimates and proposed budget;
 - Establish systematic documentation of the projects and reports of progress;
 - Identify risks and make risk analysis, manage risk and related issues, and communicate these risks in the proposal submitted during the budget call by DBM and NEDA;
 - Lead and/or coordinate with units needing a feasibility study of planned projects that require multi-year implementation, and submit the results to DBM and NEDA for inclusion in the University Budget;
 - Coordinate with the Physical Plant Office Director on the implementation of Infrastructure Projects and make reports on its implementation to the VP PRGAS;
 - Assist in the Inspectorate Team in monitoring all on-going infrastructure projects and assist in submission of team report;
 - Act as a member of the University Inspectorate Team.

- Duration: November 2022 – July 2024
- Position: Unit Supervisor
- Name of Office/Unit: Constructors' Performance Evaluation System-Implementing Unit (VSU-CPES-IU)
- Immediate Supervisor: Dr. Elwin Jay V. Yu, BAC Chairman
- Name of Agency/Organization and Location:
Visayas State University – Main Campus
- List of Accomplishments and Contributions
 - Acted as the Team Leader during CPES Evaluation for infrastructure projects
 - Calculated the CPES evaluation ratings of constructors
 - Prepared summary of CPES evaluation reports
 - Submitted the CPES reports to CIAP-PDCB, BAC Chairman, Physical Plant Office and VP for Planning, Resource Generation and Auxiliary Services
- Summary of Actual Duties

- Implement CPES in VSU infrastructure projects in compliance with the provisions of RA 9184 and its IRR;
- Oversee and ensure efficient and effective implementation of CPES in infrastructure projects;
- Submit CPES reports to the PDCB within the prescribed time;
- Undertake CPES evaluation based on the CPES Implementing Guidelines for infrastructure projects (all necessary tests, verifications/ validations, etc. must be done);
- Observe confidentiality of CPES evaluation findings and recommendations; and
- Submit CPES evaluation reports and other reportorial requirements as may be required, within five (5) days after completion of CPES evaluation.

- Duration: Jun 2013 – July 2024
- Position: Instructor I
- Name of Office/Unit: Department of Civil Engineering, VSU-Main Campus
- Immediate Supervisor: Prof. Epifania G. Loreto
- Name of Agency/Organization and Location:
Visayas State University-Main Campus

- Summary of Actual Duties
 1. Teaches assigned subjects and performs other teaching related functions
 2. Performs research and/or extension functions
 3. Performs administrative functions (if applicable)
 4. Performs other functions assigned by the supervisor

- Duration: Nov 2011 – Dec 2012
- Position: Engineering Assistant
- Name of Office/Unit: Eastern Visayas Integrated Agricultural Research Center (EVIARC)
- Immediate Supervisor: Engr. Leonarda A. Londina
- Name of Agency/Organization and Location:
Department of Agriculture

- List of Accomplishments and Contributions (if any)
 - Prepared the detailed engineering design of infrastructure projects;
 - Prepared the Structural Design of Infrastructure Projects of at least two-storey;
 - Prepared the Scope of Work of the infrastructure projects;
 - Prepared the cost estimate of infrastructure projects;
 - Prepared the PERT/CPM and S-Curve of infrastructure projects;
 - Prepared the progress report of on-going construction projects;
 - Prepared Structural Analysis of infrastructure projects of at least 2-storey.

- Summary of Actual Duties
 - Prepares the detailed engineering design of infrastructure projects;
 - Prepares the Structural Design of Infrastructure Projects of at least two-storey;
 - Prepares the Scope of Work of the infrastructure projects;
 - Prepares the cost estimate of infrastructure projects;
 - Prepares the PERT/CPM and S-Curve of infrastructure projects;
 - Prepares the progress report of on-going construction projects;
 - Prepares Structural Analysis of infrastructure projects of at least 2-storey.

- Duration: Jun 2011 – Apr 2012
 - Position: Review Instructor
 - Name of Office/Unit: Besavilla Engineering Review Center
 - Immediate Supervisor: Engr. Venancio B. Besavilla
 - Name of Agency/Organization and Location:
Besavilla Engineering Review Center, Tacloban City Branch
 - List of Accomplishments and Contributions (if any)
Facilitated the review of civil engineering graduates for board examinations.
 - Summary of Actual Duties
Taught all Engineering Mathematics subjects from Algebra to Advanced Engineering Mathematics;
Taught Engineering Economy;
Taught Structural Engineering subjects from Engineering Mechanics to Structural Designs.
-
- Duration: Jan 2011 – Jun 2011
 - Position: Engineer A (Project-In-Charge)
 - Name of Office/Unit: National Irrigation Administration – Biliran, Leyte del Norte, Leyte del Sur - IMO
 - Immediate Supervisor: Engr. Pedro C. Rubio
 - Name of Agency/Organization and Location:
National Irrigation Administration
 - List of Accomplishments and Contributions (if any)
 - Acted as the over-all in-charge of construction as agency representative
 - Prepares the Scope of Work of the infrastructure projects;
 - Prepares the cost estimate of infrastructure projects;
 - Prepares the PERT/CPM and S-Curve of infrastructure projects;
 - Prepares the progress report of on-going construction projects
 - Summary of Actual Duties
 - Act as the over-all in-charge of construction as agency representative
 - Prepares the Scope of Work of the infrastructure projects;
 - Prepares the cost estimate of infrastructure projects;
 - Prepares the PERT/CPM and S-Curve of infrastructure projects;
 - Prepares the progress report of on-going construction projects


ENGR. MARCELO T. ABRERA, JR.

(Signature over Printed Name of
Employee/Applicant)

Date: 24 October 2024