

ALBERTO SANCIO ALPIS

Registered Electrical Engineer
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Objective:

To pursue a career wherein I can utilize my full potentials, further enhance my knowledge and experience, and to become an integral part of the company's desire, to achieve its goals and objective and contribute greater profits for the company.

Position desired:

FM Manager/Maintenance Manager

Educational Background:

Master in Business Management
Western Institute of Technology
La Paz, Iloilo City, Philippines
Completed Academic Requirements
April 2003

Bachelor of Science in Electrical Engineering
Western Institute of Technology
La Paz, Iloilo City, Philippines
March 23, 1994
Honors Received: With Distinction

High School
Alimodian National Comprehensive High School
Alimodian, Iloilo, Philippines
March 1989
Honors Received: With Honors

Work Experience:

Qatar Entertainment (TASALI), WLL

KidZania Doha
Doha, Qatar

General Services Manager

October 29, 2016 – Present

Coordinates and supervise the overall facility operation related to maintenance, security and safety, housekeeping, warehouse and other services.

Provides overall technical support, assistance and training in all machinery, equipment, vehicles and other hardware utilized to ensure smooth operation of KidZania.

Coordinates with contractors and third party contractors for various works to ensure appropriate and timely maintenance of all facilities and equipment.

Conducts general health and safety and other related safety trainings for all KidZania management and staff.

As Industrial design analyst -Review MEP plans to make sure that industry standards and operational requirement of KidZania are considered and reflected.

As Procurement Support Advisor - Supports and advice Procurement Manager on procurement of Key Materials, long lead items and other special industry material/machineries for timely and smooth flow of procurement process.

KidZspace Co.

Saad Al-ajlan Building Ltd.
1st Floor, Olaya Road, Riyadh Saudi Arabia

KidZania Jeddah

Mall of Arabia
PO Box 126359
Jeddah 21352, KSA

FM Manager

October 6, 2013– August 15, 2016

Coordinates and supervise the overall facility operation related to maintenance, security and safety, housekeeping, warehouse and other services.

Provides overall technical support, assistance and training in all machinery, equipment, vehicles and other hardware utilized to ensure smooth operation of KidZania.

Coordinates with contractors and third party contractors for various works to ensure appropriate and timely maintenance of all facilities and equipment.

Conducts general health and safety and other related safety trainings for all KidZania management and staff.

Area FM Manager

October 31, 2015 – February 15, 2016

Coordinates and supervise the overall facility operation related to maintenance, security and safety, housekeeping, warehouse and other services for KidZania Jeddah and Billy Beez.

EMAAR MALLS GROUP, LLC

KidZania Dubai

Dubai Mall

PO Box 191741, Dubai, UAE

Maintenance Coordinator

August 16, 2009– August 21, 2013

Coordinate and supervise the staff on the execution of their chores based on the requested jobs by the different areas within the established quality standards and schedules, as well as, give technical support on the problem solution.

Supervise the scheduled works to be executed within the established time and procedure.

Supervise, control and administrate the activities of the personnel to obtain the expected results.

Develop, implement and follow up all activities of the department and remodeling of all the center, within the technical and service standards.

Design, create and implement improvements to the facilities, saving energy and expenses.

Elaborate and implement preventive and corrective maintenance programs, to keep the facilities at their best conditions and reduce the damages and expenses.

Do a preventive program to reduce the risks at the electrical wiring, hydro-electric plant, gas, audio and video.

Supervise the maintenance warehouse inventory to guarantee the existence of the necessary materials and tools for the operation.

Supervise that the equipment, materials and tools assigned to each employee responsible of the area and well used and well kept.

Keep updated the technical charts with the specifications of each establishment to guarantee the operation.

Train and coach the maintenance personnel in all technical-operative conditions on machinery, equipment and installed systems.

Implement the saving program in the facilities doing improvements to the systems, machinery and equipment to reduce costs and improve operative conditions.

Supervise the remodeling and maintenance sites done by external suppliers.

Evaluate repetitive problems of operation equipment to correct and/change them.

Supervise the personnel at your charge under the rules established by the company.

DUBAI CREEK GOLF AND YACHT CLUB

PO Box 6302, Dubai, UAE

Dubai Creek Executive Villas

Villa Maintenance Supervisor

July 9, 2006 to July 30, 2009

Supervises all Villa Maintenance Staff and External Contracting Company Staff, ensuring the effective and economic operation of all sections in accordance with the standards of the Department.

Improve quality and overall efficiency of Villa repair services and maintenance activities.

Main Duties:

To supervise all Villa Maintenance Staff and External Contracting Company Staff for attendance at work and quality of job performance

To check and ensure that the jobs assigned to subordinates have been effectively completed on the timely basis and according to the assignment and club's expectation.

Generate and assign preventive maintenance; checks lists or instructions sheets to subordinate and ensure that the job assigned to subordinates have been effectively completed as per the PMP schedule.

To inspect regularly the function and safe operation of all equipment under his jurisdiction.

Control of all heat, light and power equipment according to the need and demand of the Villa and external weather condition.

To control closely the consumption of material by tradesmen in all section.

Participate in club's emergency response team.

To report to his superiors all deficiencies in equipment operation and defects within the area of his responsibility noted in the course of his duty.

To prepare requisitions for material necessary for the job performance of his subordinates and controls the issue and consumption of such material.

To demonstrate good leadership skills and motivation of his subordinates.

To show good abilities in human resources management of his subordinates.

To ensure punctual attendance at work of all employees.

To assist the Director of Engineering and Resident Engineer in the creation of an efficient and professional Engineering Team.

To assist with the departmental training programs, ensuring that all employees have a complete understanding of the club's policies relating to Fire, Safety, Health and Hygiene, and that these policies are strictly adhered to.

To be thoroughly familiar with all regulations regarding safety at work and observe these meticulously at all times.

To observe cleanliness at the place of work and on the job after completion of work.

To ensure cleanliness of appearance and uniform, particularly when working in guest areas.

To perform other duties outside the normal routine if so required, within the scope of the department.

THE SYLVIA MANOR HOTEL BACOLOD

#18 San Juan Street, Bacolod City, Philippines

Engineering Department Head

December 21, 2005 (Member of Pre-opening team) – June 22, 2006

Performs over-all supervision of the maintenance, operations for exterior and interior facilities including electrical, refrigeration, plumbing, heating, cooling, structural and other engineering work necessary to maintain property in an optimum and efficient condition. Ensure the safety and comfort of guest and employees.

Main Duties and Responsibilities:

1. Supervises the maintenance of all distribution system for electricity, water, steam gas, etc.
2. Supervises the maintenance and operation of air conditioning, heating, ventilation, and refrigeration system.
3. Supervises the maintenance of building and its support accessories.
4. Monitor and coordinate the services performed by outside contractors in accordance with all contracts, leases, service agreement and warranties.
5. Keep all records pertaining to heat, light, power and cost of the facility.
6. Ensure timely response to request for services by guest, employees and management to include repair or replacement of all interior fixtures and furnishings.
7. Schedule all work to be done on a daily basis at a minimum of inconvenience to guest and employees.
8. Plan, implement and administer an energy management program
 - Maintain appropriate equipment operating logs
 - Maintain utility consumption records
 - Educate other operation department in energy management
 - Establish annual energy reduction objectives
 - Analyze and modify operation of the physical plan to conserve energy
9. Plan, implement, and administer an effective preventive maintenance program in accordance with good engineering practices.

10. Assist in the preparation of capital expenditures and maintenance budgets
 - Initiates purchase request
 - Approves invoices
 - Maintain adequate inventory of parts, tolls and supplies
 - Maintain purchasing records
11. Train and supervises subordinates and assist in safety and emergency training for other employees.
12. Conduct continuing inspection of buildings and grounds to ensure compliance with fire and other safety laws.
13. Recommend and/or take action to ensure compliance
14. Maintain a clean and orderly work area of hazards
15. Prepare reports weekly/monthly/yearly on the operation of Engineering as maybe required by Management.
16. Monitor and update Engineering requirement in as far as permits and licenses from government offices are concerned.
17. Attends operations meeting that maybe scheduled by Management.
18. Perform other duties common to all Department Heads/Supervisors and as maybe assigned by Management.

AMA COMPUTER COLLEGE

2/F Star Plaza Bldg., Rizal St.,
Jaro, Iloilo City, Philippines

Facilities and Maintenance Supervisor cum Property Custodian

September 14, 2000 – November 15, 2003

Responsible for inspecting the physical conditions of the assigned campus and its facilities; requisitioning for needed facilities and materials; planning and supervising construction/repair; and supervising and ensuring that the support services are provided to staff and students.

Inspects on a daily basis the campus to check the over-all sanitation, cleanliness and conditions of furniture, fixture, electrical and communication installations and other facilities.

Recommends constructions and renovations of existing facilities.

Requisitions needed facilities and materials or where feasible, requests the repair/construction of these facilities. Recommends outside contractors who will perform the job. May coordinate with the Architect-Consultant on construction matter.

Identify facility/equipment for repair/preventive maintenance.

Supervises the work of maintenance staff in the repair of the building, equipment

and other facilities and other installations of machinery and equipment.

Approves all purchases within the allowed petty cash disbursement limit for facilities maintenance purposes.

Plans, sets priorities, makes work schedules and supervises the delivery/construction.

Directs the implementation of policies and procedures on matters affecting safety and order, traffic and parking on assigned campus.

Coordinates with other college officials within and outside the campus regarding the implementation of school activities or in matters affecting the general policies of the College.

Checks and supervises the security program of the College.

As Property Custodian

Responsible for maintaining stocks of supplies and equipment and coordinate between the different departments and the head office for needed supplies.

SOUTH PACIFIC SUGAR CORPORATION

Calinog Sugar Refinery Plant
Calinog, Iloilo, Philippines

Shift Electrical Supervisor

October 1, 1995 –September 14, 2000

Monitors and maintains the safety conditions of all factory wirings, electrical equipment and centralized motor control centers by checking and preventing hazards that may affect its good working conditions.

Monitors and maintains all electrical ductings and pipings throughout the plant.

Supervises work activities of process/boiler electrician (factory electrician) in maintaining the performance of more than 300 units electric motors, regular servicing of telephone panels and maintenance of power supply batteries and emergency repairs of telephone lines and telephone sets during night shift, installation of new electrical equipment on electrical system and make connection to new electrical equipment.

Implements the safety measure during operations and repair, energy conservation at the factory and the premises by switching off unnecessary lightings at day time and/or unnecessary electrical equipment in operation, cleanliness and orderliness in the area of responsibility.

Recommends measures for improvement of the set-up and systems of electrical equipment and existing preventive maintenance program and procedures.

Performs other related task as may be assigned by the immediate superior.

TALLADOR ENGINEERING SERVICES

Lopez Jaena Street, Jaro, Iloilo City, Phil.

Office Engineer

April 1, 1994-September 30, 1995

Prepares electrical plan, specification, design analysis, schedule of loads, one line diagram, etc.

Prepares electrical cost estimates and materials needed for the projects.

In-charge for the supervision of electrical works at project site.

Special Skills:

Building wiring design and installations, troubleshooting.

Computer literate (MS Office, AutoCAD 2D)

Training /Seminars Attended:

Basic First Aid and CPR

Enertech Qatar
PO Box 31300 Doha, Qatar
January 23, 2019

Fire Warden/Marshall Training

Enertech Qatar
PO Box 31300 Doha, Qatar
February 24, 2019

CPR

Conducted by Dr. Abdul Majeed Khan
Saudi Heart Association
Jeddah, Saudi Arabia
September 14, 2014

Paediatric First Aid

Conducted by First Security Group Health and Safety Division
Dubai Mall Management Office
May 14, 2012

Occupational Health and Safety Mgt. System Internal Auditor Trng. Course

Pure Vision Safety & Environment Consultants, LLC
EMAAR Retail Group Head Office
December 8, 2011

Managing Safely

Pure Vision Safety & Environment Consultants, LLC
EMAAR Retail Group Head Office
December 7, 2011

Paediatric First Aid

Conducted by First Security Group Health and Safety Division
EMAAR Square, Bldg. No.3
August 25, 2009

Basic First Aid Training

Conducted by First Security Group Health and Safety Division
Dubai Creek Golf and Yacht Club
Dubai, UAE
November 13, 2006

Seminar Workshop on Customer Service

AMA Computer University-Iloilo Campus
Jaro, Iloilo City, Philippines
May 2, 2002

Seminar Workshop on Telemarketing and Marketing

AMA Computer University-Iloilo Campus
Jaro, Iloilo City, Philippines
May 2, 2002

Fire Fighting Seminar/Training

Bureau of Fire Protection – Iloilo City, Philippines
February 27, 2001

“ISO 9000 Awareness, Internal Quality Audit and ISO Documentation”

AMA Group of Companies, Management Quality Assurance Department
AMA Computer College, Jaro, Iloilo City, Philippines
November 23-24, 2000

A Refresher Course on Operation and Maintenance of High and Medium Voltage Substation

Institute of Integrated Electrical Engineers of the Philippines Inc.
August 1, 1998

Total Productive Maintenance

Institute of Integrated Electrical Engineers of the Philippines Inc.
December 20, 1997

Principles of Induction Motor Controllers

Institute of Integrated Electrical Engineers of the Philippines Inc.
September 28, 1997

ACHIEVEMENTS/AWARDS:

EMAAR Retail Special Service Award

June 26, 2012

EMAAR Retail Picture House

Dubai, UAE

Department of Labor and Employment Scholar (Master in Business Management)

Workers "SEED", DOLE, RO 6

June 2000-April 2003

Study Now Pay Later Plan Program Scholar (B. S. in Electrical Engineering)

Social Security System

1989-1994

With Distinction

Electrical Engineering Department

Western Institute of Technology

March 23, 1994

Assistant Electrical Engineering Licensure Examination

Professional Regulation Commission

October 21-22, 1994

Master Electrician Licensure Examination

Professional Regulation Commission

October 23, 1994

Outstanding Alumnus

Alimodian National Comprehensive High School

March 31, 1997

REFERENCES:

Available upon request