

ENGR. RICARDO S. ZAleta

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Civil Engineer | Construction Management Consultant | QA/QC & Project Delivery Specialist

Professional Summary

Accomplished Civil Engineer with over 9 years of experience delivering infrastructure, vertical construction, and resort development projects across the Philippines and Saudi Arabia. Specialized in construction management consultancy, QA/QC engineering, and EPC project delivery, with strong capabilities in Primavera P6, AutoCAD, Procore, and STAAD. Proven ability to manage site teams, coordinate with consultants and contractors, and ensure adherence to quality, safety, and budget standards. Experienced in working across public and private sectors, from high-rise developments to water treatment and flood control systems.

Key Skills & Core Competencies

- Construction Management & Supervision
 - QA/QC Engineering | Non-Conformance Handling
 - Project Controls | Scheduling (Primavera P6)
 - Civil & Structural Inspections | Soil Testing
 - Risk Management | Scope, Cost, & Time Control
 - Client, Consultant, & Contractor Coordination
 - Technical Documentation | As-Builts | Reporting
 - Procurement Support | Submittals & BOQ Reviews
 - Contract Administration | Claims Evaluation
 - Health, Safety, & Environmental Compliance
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Education

Master of Science in Construction Management (2025 – In Progress)

Polytechnic University of the Philippines

Bachelor of Science in Civil Engineering (2010–2015)

Polytechnic University of the Philippines

Certifications & Professional Development

- **PMP® Certification – Exam Scheduled** (July 9, 2025)
PMI-Aligned Training Completed, April–May 2024
 - **Licensed Civil Engineer**, PRC (since May 2016)
 - **Licensed Master Plumber**, PRC (since Feb 2017)
 - **Lean Six Sigma Yellow Belt Training** (Mar 2024)
 - **Quality Management System (QMS) Awareness** (May 2024)
 - **Authorized Managing Officer (AMO) Certification** (Dec 2020)
 - **Construction Occupational Safety & Health (COSH)** (Nov 2020)
 - **Materials Engineer Training**, DPWH (Jul–Sep 2020)
 - **Civil Service Eligibility – Professional Level**, PCSC (Dec 2015)
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Professional Experience

Al-Rashid Trading and Contracting Co. (RTCC), Saudi Arabia

PMO Engineer | Quality Engineer

Oct 2023 – Present

Projects: All RTCC Projects – Oil & Gas, Building, Water Treatment, and Civil Infrastructure

- Reviewed quality assurance deliverables for engineering prequalification and bid documents, ensuring compliance with EPC contract standards and client technical requirements.
- Conducted detailed evaluations of subcontractor payment certificates, verifying progress and aligning with earned value and project controls frameworks.
- Assisted the PMO (Project Monitoring and Coordination) department with schedule tracking and milestone reporting and internal dashboards, ensuring timely project completion.
- Participated in vendor and subcontractor evaluations, ensuring qualified resources for procurement and construction phases in compliance with ISO and company QMS procedures.
- Reviewed and selected qualified candidates for quality roles, ensuring expertise for high-standard project delivery.

- Provided critical support to the QA team by ensuring that quality assurance processes and standards were adhered to across multiple projects, contributing to the overall success of the organization's objectives.

Dragonhart Construction Enterprise, Inc., Philippines**Main Contractor – Project Engineer****May 2023 – Aug 2023****Projects:** Flood Control, STPs, and Reservoirs

- Led a multidisciplinary team in the construction of three flood control structures, ensuring project milestones were met on time and within budget.
- Managed project planning, site coordination, QA inspections, and reporting.
- Conducted progress meetings and liaised with government agencies.

Trans-Asia Philippines, Inc.**3rd Party QA/QC – Sr. QA/QC Engineer****Jan 2018 – Sept 2021****Projects:** High-Rise Residential & Commercial Buildings

- Developed and implemented Project Quality Plan (PQP), Inspection & Test Plan (ITP), and Method Statements in coordination with project specifications.
- Coordinated with clients, consultants, and contractors for quality-related matters.
- Ensured that the quality systems and procedures are in compliance with ISO 9001 standards. Delivered quality assurance throughout construction processes, improving procedures to minimize non-conformances.
- Responsible for the final inspection, acceptance of completed works, and execution of project close-out procedures, including documentation, punch list clearance, and handover to the client.
- Documented and reported the non-conformance issues, Corrective and Preventive Actions and Root Cause Analysis, working proactively with the team to resolve deviations.
- Maintained comprehensive QA/QC records including Daily Site Reports, Inspection Requests (IRs), Material Approval Requests (MARs) and Test Reports.
- Conducted daily site inspections of civil works including earthworks, concrete structures, retaining walls, pavements, and foundations.
- Collaborated closely with the main contractor's QA/QC team to resolve site-related issues, ensuring timely closure of non-conformance reports (NCRs) and adherence to project quality standards.
- Led inspections of formwork (gang form, slip form), rebar installation, concrete placement, precast concrete installation, and retrofitting, backfilling, and compaction activities.
- Mentored newly hired QC inspectors and other staff on quality policies and procedures.
- Performed incoming material inspections related to civil, structural and architectural works.
- Witnessed materials testing and ensures proper calibration of testing and measuring equipment.
- Verified that works and materials are executed in accordance with IFC drawings, method statements, and technical specifications.
- Checked alignment, levels, and dimensions to ensure tolerance compliance and construction accuracy.
- Assisted Architectural Team on some inspection (CHB, Precast Wall, Tiles, Waterproofing and Painting Works)

Trans-Asia Philippines, Inc.**Construction Management Consultant – Project Engineer | QA/QC Engineer****Jan 2018 – Sept 2021****Projects:** Luxury Resort, Five Star Hotels

- Served as owner's representative overseeing contractor compliance and project progress.
- As the Project Engineer and Site Team Leader, I led a team of 9 members and was responsible for ensuring the successful execution of both the construction and renovation projects, overseeing all phases from planning to completion.
- Collaborated with key stakeholders, including the Property Manager for the hotel construction and the Chief of the Engineering Department for the resort renovation.
- Identified key stakeholders and developed a stakeholder engagement plan in collaboration with the Project Coordinator.
- Led, mentored, and provided technical guidance to structural and architectural team members, CAD operators, and surveyors.
- Conducted onboarding sessions for trade contractors and ensured effective communication with existing contractors and property management personnel.
- Led the completion of the project risk assessment, identifying potential risks and documenting responses in the risk register.

- Reviewed and approved the contractor's submittals (shop drawings, material submittals, Method Statement (MS) and ITPs).
- Managed the implementation of quality controls to meet all specified quality requirements during project execution.
- Monitored project progress, tracking the budget, schedule, and owner-supplied materials, ensuring no scope creep.
- Developed and maintained project budgets and schedules using cash flow and S-curve analysis.
- Managed the approval process for change order requests due to continuous project revisions.
- Reviewed Construction contracts for issuance of Liquidated Damages (LDs) to contractor and evaluates contractor's claims.
- Ensured compliance with local government regulations during the COVID-19 pandemic, adapting the project to meet these requirements.
- Managed the preparation and review of key project deliverables, including the Final Site Survey and As-Built Drawings (in PDF and CAD), soil testing results, and final reports.
- Oversaw the completion of Tower 1 construction, the foundation works for Tower 2, the new water supply line for the resort, and electrical upgrades at the resort.
- Led the project closure by facilitating sponsor acceptance of deliverables, conducting a lessons learned session, and transferring completed deliverables to operations for the renovation works.
- Closed Phase 1 of the hotel construction by transferring deliverables to the project sponsors and ensuring all documentation was completed before transitioning to my new project.
- Led site inspections for civil and structural construction activities, ensuring work adhered to safety standards and quality protocols. (Jan. 2018 – Jun 2018).

RMZ Construction (Self-Employed)**Project Manager | Sole Proprietor****Dec 2020 – Feb 2022****Projects:** School Renovations, Residential Projects

- Delivered end-to-end project management: planning, supervision, procurement, and QA/QC.
- Managed teams of subcontractors and ensured adherence to safety and building codes.
- Coordinated with local authorities to obtain permits and complete inspections.

Trans-Asia Philippines, Inc.**Construction Management Consultant – Project Engineer | QA/QC Engineer****Aug 2016 – Jan 2018****Projects:** Government Buildings, Sports Complex

- Managed budgets, resources, and schedules, and reviewed change orders to minimize project scope creep.
- Monitored and validated the construction and quality standards for multiple civil, structural, and MEPF trades.
- Led and participated in site inspections, ensuring work adhered to safety standards and quality protocols.

Geotech Mercantile Corp.**CAD Operator | Surveyor****Apr 2013 – Dec 2013****Projects:** Sta. Barbara Church, Manila Cathedral

- Performed architectural drafting and field surveying on heritage structures.
- Ensured accurate topographical mapping and cross-sectional analysis.

Languages

- English: Fluent
- Filipino: Native