



# JONATHAN M. TAYAG

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 Phone: PH-(+63) 9682094065

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 Email address: [Tayag.jonathan03@hotmail.com](mailto:Tayag.jonathan03@hotmail.com)

 Address : Jizan Saudi Arabia

## SUMMARY:

A strong commitment to effective document management is reflected by extensive experience with EDMS, SAP Application, Wends and Primavera Unifier Software. Proficient coordination and communication skills have been demonstrated through the preparation of critical correspondence and collaboration with various departments to ensure timely distribution of vital information. Enthusiasm for maintaining quality control and supporting project documentation processes aligns with a dedication to project efficiency and success in delivering well-organized, precise results.

## WORK EXPERIENCE

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Company : Alkobraish Investment and Construction Company  
Address : Development of Bonded Zone- Phase 1 – (JCPDI-I-2023-Jizan Project)  
Proponent : Royal Commission for Jubail and Yanbu.  
Position : **Approved-Document Controller at Royal Commission**  
Date : May 17,2024 to Present

## DUTIES & RESPONSIBILITIES

- Monitor and update of documented information in Primavera Unifier Software and EDMS (i.e. Incoming / Outgoing Transmittal & Letters, RFI, MRI, Daily Contract Report, Contract Report, Daily Quality Control Report)
- In-Charge in the receiving, distribution, filing maintenance and retrieval of documented information.
- Preparation of correspondence (Letter and transmittal) going to client and sub-contractor.
- Reconcile and update technical document / deliverable (e.g. Drawings, procedure, specification etc.) prior submittals and distribution.
- Coordinate with other department and client counterpart regarding document issue and response.
- Weekly inform PMT thru email notification regarding outstanding transmittal and letters that needed to be addressed
- Ensure all document are properly filed and safeguarded
- Ensure documented information shall be distributed in a timely manner to respective copyholders.
- Review (Proof Reading) correspondence for completeness legibility and proper identification of copyholders by generating parties /DCS prior to Transmittal.

- Assists QC for Project Record Book preparation and submittals.
- Compilation review and coordination with another department for Project Close-Out.
- On-Time Submission of Weekly / Monthly reports.
- Oversee and manage all QC System Application.
- Prepare Weekly SH&E KPI Statistics Report and SH&E Summary report and Highlights report.
- Prepare of Minutes of Meeting
- In-Charge in the distribution, SH&E KPI Statistics Report to the Project lead.
- Calculation of weekly and monthly man-hours and man-power reports and providing inputs to the team for Management Reporting.
- Tracking safety data records, observation, inspection and confidential records.
- Collect TBT from Contractor and update in database.
- Keeping track All Safety inspection and incident report to Maintaining historical records.
- Review files record, and other document to obtain information to respond to request.

Company : Al Rushaid Construction Co. Ltd

Address : Dammam 3<sup>rd</sup> Industrial City Saudi Arabia

Proponent : Mitsubishi Power Saudi Arabia Limited Co. (MHI GCC Lab)

Position : **Document Controller**

Date : October 22, 2022 to October 06, 2023

Company : Al Rushaid Construction Co. Ltd

Address : Yanbu Industrial City Saudi Arabia

Proponent : Sabic, Yansab, Yanpet SaudiKayan

Position : **ARCC-Shutdown-Document Controller**

Date Hired : April 06, 2022 to October 20, 2022

## **DUTIES & RESPONSIBILITIES**

- Monitor and update of documented information in EDMS (i.e. Incoming / Outgoing Transmittal & Letters)
- In-Charge in the receiving, distribution, filling maintenance and retrieval of documented information
- Preparation of correspondence (Letter and transmittal) going to client and sub-contractor.
- Reconcile and update technical document / deliverable (e.g. Drawings, procedure, specification etc.) prior submittals and distribution.
- Coordinate with other department and client counterpart regarding document issue and response
- Weekly inform PMT thru email notification regarding outstanding transmittal and letters that needed to be addressed
- Ensure all document are properly filed and safeguarded
- Ensure documented information shall be distributed in a timely manner to respective copyholders.
- Review (Proof Reading) correspondence for completeness legibility and proper identification of copyholder by generating parties /DCS prior to Transmittal.
- Assists QC for Project Record Book preparation and submittals.
- Compilation review and coordination with other department for Project Close-Out.
- On-Time Submission of Weekly / Monthly reports.
- Oversee and manage all QC System Application.

Company : SAIPEM / SNAMPROGETTI  
Address : Jazan Economic City Saudi Arabia (JIGCC Project and KHCPF Project)  
Proponent : Saudi Aramco  
Position : **Technical Clerk** -Project Control Department and HSE Department.  
Date Hired : September 20, 2016 to February 27, 2019

## DUTIES & RESPONSIBILITIES

- Providing technical and administrative support to the Project Control Engineering Section paying particular attention to quality, and accuracy.
- Processing and updating of 'Saudization and manpower records for clients, contractor and subcontractors.
- Updating of daily manpower time sheets of various site locations.
- Calculation of weekly and monthly man-hours reports and providing inputs to the team for management reporting.
- Collecting site instruction reports and updating in the database
- Updating and reviewing of Personnel on board file from Human resource department.
  
- Reconciling processed work by verifying entries and comparing system reports to balances requested by client and subcontractors.
- Keeping track of all payments and maintaining historical records.
- Preparing analyses accounts and producing Saudization Monthly reports. Moreover, continuing to improve the payment process.
- To liaise with clients, service users and sub-contractors as appropriate to the work of the section.
- Compile and maintain records for the team, undertakes specific projects and prepare reports for the Group Manager & Engineering Manager as required.
- Coordination with Human resource department for the manpower database records.
- Continuously providing the approval request to Saudi Aram co in terms of HSE Personnel and the Permit Receiver, Operators and other certification.
- Tracking safety data records, observation, inspection and confidential records.
  
- Prepare Weekly Statistics and HSE Summary report and Highlights report.
- Collect TBT from Sub-con and update in database.
- Calculation of weekly and monthly man-hours and man-power reports and providing inputs to the team for management reporting.
- Collecting Inspection reports and updating in the database.
- Keeping track All Safety inspection and incident report to Maintaining historical records.
- Coordination with Human resource department for the manpower database records.
- Review files record, and other document to obtain information to respond to request.

Company : TAMIMI GLOBAL CO. LTD  
Address : Petro Rabigh, Kingdom of Saudi Arabia  
Proponent : Petro Rabigh / Saudi Aram co  
Position : **Technical Clerk**  
Date Hired : December 23, 2013 to December 22, 2015

Company : TAMIMI GLOBAL CO. LTD  
Address : Petro Rabigh, Kingdom of Saudi Arabia  
Proponent : Petro Rabigh / Saudi Aram co  
Position : **Technical Clerk**  
Date Hired : August 26, 2008 to September 23, 2012

## **DUTIES & RESPONSIBILITIES**

- Maintain and update filing, inventory, mailing and database system, either manually or using a computer.
- Review files record, and other document to obtain information to respond to request.
- Operate office machines, such as photocopiers and scanner, facsimile machines, voice mail system and personal computer.
- Answer telephones, direct calls and take messages.
- Receive complaint from residence tenant's facility office service, housing office, and other department.
- Enter details into computer; prepare Minor Maintenance ticket (MMT) schedule the job.
- Issue work plans and schedules to concerned segment for the execution of MMT's.
- Segment heads supervisor execution of MMT's.
- Concerned segment to close entering details as the of manpower, no. of man hours, description and quantity of material (if any) or job was cancelled and converted to Work Order.
- Rescheduled need materials converted to Work order.
- Rescheduled- advice tenant of the situation, and ask for rescheduling.
- Converted to work order- concerned segment to cancel / close MMT and initiate notification for work order.

## **TRAINING AND SPECIAL SKILL**

### **Health, Safety and Environment Induction and Orientation Training (Saipem HSE September 2016- Saudi Arabia)**

- HSE Induction
- PPE Training
- Fire Prevention Training
- Emergency Management Training
- Work and Height Training
- Excavation, Safety Sign and Near Miss / Slip Fall Training

### ***SPECIAL SKILLS:***

- SAP Operation Access (System Application Product)
- ME51N- Create Purchase Requisition
- ME52N- Change Purchase Requisition
- ME53N Display Purchase Requisition
- ZMM042-Pick List Creation
- MB21-Create Reservation
- MB25- Reservation List
- Proficient in using Microsoft Office (Word, PowerPoint, Excel)
- Electronic Document Management System (EDMS)
- Welding Examination and Non-Destructive (Wends)
- Primavera Unifier Software

### **ON-THE-JOB TRAINING:**

Philippine American Life General Insurance Company

F. Tanedo, San Nicolas, Tarlac City

(Apprentice)

### ***SEMINAR ATTENDED:***

Database Management (Dbase, FoxBASE & Clipper)

3<sup>rd</sup> Floor Jaral Bidg. McArthur Hi-way, Tarlac City

February 27 to March 06, 1998

## EDUCATIONAL BACKGROUND

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Tertiary : Tarlac State University  
Romulo Blvd. San Vicente, Tarlac City

Course : Bachelor of Science in Business Administration  
Major in Business Information System  
2000-2006-Graduate

Vocational : Nova Computer College  
3<sup>rd</sup> Floor Jaral Bidg. McArthur Hi-way, Tarlac City

Course : Computer Engineering Technology  
1997-1999-Graduate

I hereby certify that the above information is verified true and correct with the best of my knowledge.

\_\_\_\_\_  
*Applicants Signature*

Date: 11-June-2024

**Technical/Non-Technical/TQ/FCD Submittal**

Contract No: JCPDI-I-2023

Project Name: DEVELOPMENT OF BONDED ZONE - PHASE-1

Transmittal No: TS-JCPDI-I-2023-T-014



Royal Commission for Jubail & Yanbu  
 Royal Commission Headquarters  
 Jazan City for Primary and Downstream Industries  
 Kingdom of Saudi Arabia

- Technical Submittal (TS)
- Non-Technical Submittal (NTS)
- Technical Query (TQ)
- Field Change Document (FCD)

Attention: ENGR. MARTIN GERALD HAMILTON  
 RC Authorized Representative

Subject: Curriculum Vitae - Mr. Jonathan Tayag- Document Controller

Discipline :			
<input type="checkbox"/> Civil / Structural	<input type="checkbox"/> Architectural	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Electrical/Instrument/Telecom <input checked="" type="checkbox"/> General

TECHNICAL SUBMITTALS		NON -TECHNICAL SUBMITTALS	
<input type="checkbox"/> Material Approval	<input type="checkbox"/> ITP (Inspection and Test Plan)	<input type="checkbox"/> IFC/Final Quantity	
<input type="checkbox"/> Method Statement	<input type="checkbox"/> As Built Drawing	<input checked="" type="checkbox"/> CV/Resume	
<input type="checkbox"/> Temporary Work Design	<input type="checkbox"/> Plan	<input type="checkbox"/> Schedule	
<input type="checkbox"/> Shop Drawing	<input type="checkbox"/> Field Change Documents	<input type="checkbox"/> Monthly Quality Report	
<input type="checkbox"/> Test Report	<input type="checkbox"/> Technical Query	<input type="checkbox"/> Organizational Chart	
<input type="checkbox"/> Design Calculation	<input type="checkbox"/> Pre Qualification	<input type="checkbox"/> EQUIPMENT	
<input type="checkbox"/> O & M	<input type="checkbox"/> Others: _____ Please Specify	<input type="checkbox"/> Others: _____ Please Specify	

Document No:	Rev No:	Description	For Material Submittal		
			Manufacturer Name	Supplier Name	RC CSI Code: (e.g 16-01)
TS-JCPDI-I-2023-T-014	-	Curriculum Vitae - Mr. Jonathan Tayag- Document Controller	-	-	-

Check Note : The above details shall be completed prior to submission to RC DCC

Engr. Khaled Elshwarby  
 Company Authorized Representative  
 Alkobraish Investment and Construction Company





## Non- Technical Submittal Review Comments Sheet - JCPDI Construction Department

<b>Contract Title</b>		Development of Bonded Zone - Phase 1		<b>Reviewed by</b>	SRCM/AR, SRCE
<b>Contractor Name</b>		Al Khobraish		<b>Date Received</b>	11-Jun-24
<b>Review Subject</b>		Curriculum Vitae - Mr. Jonathan Tayag - Document Controller		<b>Date Review Completed</b>	12-Jun-24
<b>RC Submittal Number</b>		uxzcsb-0013		<b>Transmittal Number</b>	TS-JCPDI-I-2023- T-014
<b>Contract Specification</b>		JCPDI-I-2023		<b>Construction/Eng'g Tracking Number (DTF #)</b>	
<b>PFE Leads/Field Engineer</b>		Mr. Martin Gerald Hamilton (AR)		<b>Review Code (Code 1,2,3 or 4)</b>	<b>1</b>
Item No.	Document Ref. Drawing No.	Royal Commission Reviewer Comments	Contractor's Response	RC Remarks	
1	CV of DC	The candidate has a diverse experience in documentation handling and controlling from his earlier carrier in his local country (+2 years) and abroad (+9 years) from the reputable companies.			
2	CV of DC	The candidate is also knowledgeable in document management systems, i.e; SAP (ME51N), EDMS and others. The applicant is also acquainted with document management systems, such as EDMS, SAP (ME51N), and others. The Primavera-Unifier which is RC's corporate document management system, is simple for him to become familiarized with.			
3	CV of DC	It is found that the candidate is suitable for this project as a Document Controller.			

**RCJazan Submittal (Construction)**

**Submittal**

General

Unifier Project ID: RCJZ-0328	Record No.: uxzsub-0013
Contract Number: JCPDI I - 2023	Creator: Khaled Hassan Al Shawarby
Contract Title: Development of Bonded Zone - Phase 1	Creation Date: 11/06/2024 09:59 AM (UTC+3)
Contractor Name:	Record Status: Closed
Submittal Number:	Submittal Number Auto Seq: 1852

Submittals types

Choose one: Non - Technical Submittals

<p>Technical Submittals:</p> <p>Others (Please Specify):</p>	<p>Non Technical CV / Resume Submittals:</p> <p>Others (Please Specify):</p>
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Attention

Resident Engineer Name: Martin Gerald Hamilton

Subject

Subject: T-14-Curriculum Vitae - Mr. Jonathan Tayag- Document Controller

Discipline

Civil / No Structural:	Architectural: No	Mechanical: No	Electrical/Instrument/Telecom: No
Others: No	Others (Please Specify):		

Other Information

Document No: TS-JCPDI-I-2023- T-014  
 Rev No: -  
 Description: T-14-Curriculum Vitae - Mr. Jonathan Tayag- Document Controller

Material Submittal

Manufacturer Name: N/A  
 Supplier Name: N/A  
 RC CSI Code: N/A

Approver

Project Khaled Hassan Al Shawarby Manager Signature Name: Project 11/06/2024 09:59 AM (UTC+3) Manager Signature Date:	AR Signature Martin Gerard Hamilton Name: AR Signature 24/06/2024 08:22 AM (UTC+3) Date:	CPS Mohammed Ahmed Zahrani Signature Name: CPS 24/06/2024 08:17 AM (UTC+3) Signature Date:
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Task Details

Record has been closed.

## Workflow Progress

Step Name	Assignee	Company	Status	Action	Completion Date
Contractor	Khaled Hassan Al Shawarby	Unifier	Completed	Submit to EDCC	11/06/2024 09:59 AM
EDCC	Abdul Zabbar Wazir Azam	Unifier	Completed	Submit to AR	11/06/2024 10:58 AM
AR (If submittals correct?)	Martin Gerard Hamilton	Unifier	Completed	Submit to CE	12/06/2024 02:07 PM
CE (Conduct final technical review)	Glenford Daepo Ferrer	Unifier	Completed	Submit to CPS for Review	12/06/2024 03:54 PM
CPS (Review Eng. Dept. Required)	Mohammed Ahmed Zahrani	Unifier	Completed	Engineering Input Not Required	24/06/2024 08:17 AM
AR (Review comment and assign final status code)	Martin Gerard Hamilton	Unifier	Completed	Submit to EDCC	24/06/2024 08:22 AM
EDCC (Submittal for Valid Status Code and Sign)	Abdul Zabbar Wazir Azam	Unifier	Completed	Task Ccompleted	24/06/2024 10:01 AM

### Submittal Details

6 Item(s)

No.	Sr. No	Title	Discipline	Order	Reviewers Name	Date (In)	Date (out)	Recommended Code
006	uxzcsb-0013	T-14-Curriculum Vitae - Mr. Jonathan Tayag- Document Controller		NA	Abdul Zabbar	24/06/2024	24/06/2024	
005	uxzcsb-0013	T-14-Curriculum Vitae - Mr. Jonathan Tayag- Document Controller		N/A	Martin	24/06/2024	24/06/2024	Code 1: Work may proceed
004	uxzcsb-0013	T-14-Curriculum Vitae - Mr. Jonathan Tayag- Document Controller		N/A	Mohamed Alzahrani	12/06/2024	23/06/2024	Code 1: Work may proceed
003	uxzcsb-0013	T-14-Curriculum Vitae - Mr. Jonathan Tayag- Document Controller		N/A	Albert/Saqib	12/06/2024	12/06/2024	Code 1: Work may proceed
002	uxzcsb-0013	T-14-Curriculum Vitae - Mr. Jonathan Tayag- Document Controller		N/A	Martin	12/06/2024	12/06/2024	
001	uxzcsb-0013	T-14-Curriculum Vitae - Mr. Jonathan Tayag- Document Controller		NA	Abdul Zabbar	11/06/2024	11/06/2024	

**Submittals Engineering**

0 Item(s)

Submittal Number	Record No.	Contract Number	Contract Title	Contractor Name	Record Status	Creation Date	Creator

**Attachments (1)**

**Linked Records (0)**

**Linked Mail (0)**



GCC Electrical  
Testing Laboratory  
المختبر الكهربائي لعضو المنشآت الكهربائية



# Certificate of Appreciation

Presented to

**JONATHAN M. TAYAG**

*In recognition for their valuable contribution as a  
**Document Controller***

*of Al Rushaid Construction Co., Ltd and their significant effort  
for the safe and successful completion of the Short Circuit Generator  
Installation Project at GCC Electrical Testing Laboratory  
3<sup>rd</sup> Industrial City, Dammam*

***Given this 30<sup>th</sup> day of September.2023 at MHI  
Kingdom of Saudi Arabia***

  
**CARLOS M. DOMINGO**  
QAQC Manager  
MHI

  
**JUN SATO/佐藤 潤**  
Mechanical Supervisor  
MHI

  
**TAKUYA FUKUMI/福見 拓也**  
E & I Manager  
MHI

  
**YOSHITSUGU TANAKA/田中 啓嗣**  
Site Construction Manager  
MHI


## CERTIFICATE OF EMPLOYMENT

This is to certify that the person mentioned below was employed by AI Rushaid Construction Company Limited.

Name : Tayag, Jonathan Magat  
Employee Number : 1035849  
Position : Controller - Documents  
Nationality : Filipino  
Passport Number : P5601157B  
Iqama Number : 2520767209  
First Contractual Date : 06-Apr-2022  
Last Contractual Date : 05-Oct-2023

This certification is being issued as part of the document requirements for the certification as Bolt Torquing Technician.

Given this 04<sup>th</sup> day of September 2023 at AI Rushaid Construction Co., Ltd. Al Khobar, Kingdom of Saudi Arabia.

  
**Roberto G. Cortez Jr.**  
Department Head  
Field Operations Support Services




## CERTIFICATION

This is to certify that Mr. Jonathan M. Tayag Chapa No. 1035849 is an employee of Al Rushaid Construction Co. Ltd (ARCC) since 06 April 2022.

Mr. Tayag is designated as Document Controller for Short Circuit Generator Installation Project in 3<sup>rd</sup> Industrial City Dammam, Saudi Arabia from 01 October 2022 to 30 September 2023.

This certification is being issued upon his request for whatever purpose it may serve him best.

Given on the 05<sup>th</sup> day of October at ARCC Central Office, Jubail Saudi Arabia.

 05/10/23  
LAWRENCE M. LAMBIO  
SECTION HEAD - DOCUMENTS CONTROL  
Al Rushaid Construction Co. Ltd.



Ref. SC/HR/CM/RK/SP 7156

AL KHOBAR 13.Sep.2018

**SERVICE CERTIFICATE**

This is to certify that **Mr. JONATHAN TAYAG**

Filipino national holding passport No. EC6823759 has worked with Snamprogetti Saudi Arabia Ltd. from 20 Sep, 2016 till 30 Sep, 2018 as **TECHNICAL CLERK**.

This certificate is issued upon the request of the employee for whatever legal purpose it may serve without any obligation to the company.

**SNAMPROGETTI SAUDI ARABIA LTD.**

Capital SAR 10,000,000 Fully Paid  
C.R. No. 2052002876  
TIN No. 3004507025  
VAT Reg. No. 300450702510003

رأس المال المدفوع ١٠,٠٠٠,٠٠٠ ريال سعودي  
سجل تجاري: ٢٠٥٢٠٠٢٨٧٦  
الرقم المميز: ٣٠٠٤٥٠٧٠٢٥  
الرقم الضريبي: ٣٠٠٤٥٠٧٠٢٥١٠٠٠٣

Ref. SC/HR/CM/RK/SP 11400

AL KHOBAR 02.Feb.2019

## SERVICE CERTIFICATE

This is to certify that **Mr. JONATHAN TAYAG**, Filipino national holding passport No. EC6823758 has worked with Snamprogetti Saudi Arabia Ltd. from 04 Nov, 2018 till 27 Feb, 2019 as **TECHNICAL CLERK**.

This certificate is issued upon the request of the employee for whatever legal purpose it may serve without any obligation to the company.



**BASSAM KHALIFA AL DOSSARY**  
**HUMAN RESOURCES MANAGER**



Capital SAR 10,000,000 Fully Paid  
C.R. No. 2052002876  
TIN No. 3004507025  
VAT Reg. No. 300450702510003

رأس المال المدفوع ١٠,٠٠٠,٠٠٠ ريال سعودي  
سجل تجاري: ٢٠٥٢٠٠٢٨٧٦  
الرقم المميز: ٣٠٠٤٥٠٧٠٢٥  
الرقم الضريبي: ٣٠٠٤٥٠٧٠٢٥١٠٠٠٣


  
**جوناثان ماجات تاياغ**  
**Jonathan Magat Tayag**  
**عامل إنشآت**  
**Construction worker**  
 وحدة جران للخدمات الإنسانية والتجارية  
 Gran Center Human and Business Services  
**3086**


  
**Nationality:** الفلبين  
**#ID:** 2578011773  
**Blood Type:** +A  
**Expiry Date:** 2026-12-31  
**Company:** شركة الكريش للأستثمار والمقاولات  
**National address:** GEAA7785  
**الجنسية:** رقم الهوية:  
**رقم الهوية:** فصيلة الدم:  
**تاريخ الانتهاء:** تاريخ الانتهاء:  
**شركة الكريش للأستثمار والمقاولات:** الجهة:  
**العنوان الوطني:** العنوان الوطني:  
 هذه البطاقة ملك للهيئة الملكية واستخدام هذه البطاقة لأي أغراض غير مرخصة له يعتبر غير قانوني وقد يعرض الشخص للملاحقة الجنائية بموجب القانون، إذا وجدت هذه البطاقة يرجى إعادتها إلى إدارة الأمن الصناعي أو الاتصال على الرقم (1911)  
 This Card is the property of RCJY Use of this card, for purposes other than authorized by RCJY is illegal and may subject the person to criminal Prosecution under the law. If found, please contact RCJY Security / dept or call (1911)  
**مدير ادارة الامن الصناعي والسلامة**  
  
 RCJY.gov.sa JA-12790


**SNAMPROGETTI SAUDI ARABIA LTD.**  
  
**Serial No.831**  
**Badge No. :** SP7156  
**Name :** Jonathan Tayag  
**Nationality :** Filipino  
**Department :** PCON  
**Position :** Technical Clerk  
**Project :** JIGCC PKG1-PKG2

ISSUED BY  
**Snamprogetti Security Department**  
 The use of this ID card, other than by the bearer is considered a falsification.  
 NON-TRANSFERABLE  
**ID :2421421310** **Blood Type : N/A**  
 This card is the property of Snamprogetti Saudi Arabia Co.Ltd to whom it must be returned upon request, or if found please return to Snamprogetti Saudi Arabia P.O. Box 30251 Al-Khobar 31952 K.S.A.  
**Tel : 13-8828737 Fax : 13-8824131**  
**Date of Issue : 25-01-2018 Expiry Date 25-01-2019**



**KHURAIS EXPANSION PROJECT**


**JONATHAN TAYAG**  
**SP11400**



ISSUED BY  
**Snamprogetti Saudi Arabia Co. Ltd.**  
**KHURAIS EXPANSION PROJECT**  
**Position: TECHNICAL CLERK**  
**Passport/Iqama: 2421421310**  
**Nationality: F ILIPINO**  
**Blood Type: A+**  
 Unappropriated use of this card or its alteration shall be considered damage to Company's integrity and its reputation and immediately reported to the authority for further actions as prescribed by the law.  
 This card is property of Snamprogetti Saudi Arabia Co. Ltd., If found please return to Snamprogetti Saudi Arabia Co. Ltd, Al Thuraya Tower, King Saud Road, Doha Al Jansoubiyah District, Dhahran, Kingdom of Saudi Arabia, Tel. 00966 13 882 8737  
**Issue: 01-NOV-2018 Expiring:01-OCT-2019**


**Al Rushaid Construction Co., Ltd.**  
**JONATHAN M. TAYAG**  
**CONTROLLER - DOCUMENTS**  
**Job Title**  
**COMMON**  
**Department**  
**1035849**  
**ID No.**



Iqama No.	2520767209	If found, please return to: <b>Administration Department</b> <b>AL RUSHAD CONSTRUCTION CO., LTD.</b> 3rd Flr., Tower A - Petroleum Center Prince Sultan Road, Al Jawharah, P.O. BOX 31688 Al khobar 31952, Saudi Arabia TEL. NO. (013) 801-0000 ext 1411
Nationality	FILIPINO	
Hiring Date	06-Apr-2022	
الجنسية	الفلبين	
تاريخ التوظيف / الترخيص	06-أبريل-2022	
تاريخ الميلاد / تاريخ الترخيص	30-Nov-1980	
فصيلة الدم / فصيلة الدم	A+	


**بترو رابغ**  
**Petro Rabigh**  
**مقاول**  
**CONTRACTOR**  
  
**جوناثان ماجات تاياغ**  
**Jonathan Tayag**  
**02/22/2016**  
**7000343**

مجموعة شركات التميمي  
Tamimi Group of Companies

TAFGA  
( DIVISION )

Service Certificate

This is to certify that  
Mr. JONATHAN MAGAT TAYAG  
has successfully completed  
an outstanding service with the company  
From 26 AUG. 2008 To 22 SEPT. 2012

Position WORK ORDER SCHEDULER

Given at Dammam, Saudi Arabia  
this 22 ND day of SEPTEMBER 2012



Stamp

Director  
Personnel & Administration

مجموعة شركات التميمي  
Tamimi Group of Companies

TAFGA

( DIVISION )

Service Certificate

This is to certify that

Mr. JONATHAN MAGAT TAFGA

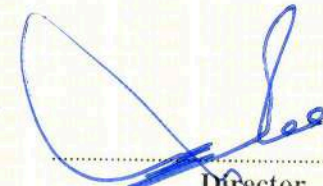
has successfully completed

an outstanding service with the company

from 23/12/2013 To 24/12/2015

Position TECHNICAL CLERK

Given at Dammam, Saudi Arabia  
this 24<sup>TH</sup> day of DECEMBER 2015



Director  
Personnel & Administration



Republic of the Philippines

# Tarlac State University

Romulo Boulevard  
Tarlac City



Sa Lahat ng Alakakatunghay Sa Kasulatang Ito

To All Men To Whom These Presents May Come

Pagbati:

Greetings:

*Ipinababalid na ang Lupon ng mga Rehente sa paggamit ng kapangyarihang*

Be it known that the Board of Regents, by authority

*kaloob ng batas at sa tagubilin ng Akademikong Sanggunian ng Unibersidad ay iginagawad kay*

of the law and on recommendation of the University Academic Council has conferred upon

## Jonathan M. Tayag

*na kasiya-siyang nakalupad sa lahat ng kinakailangan ukol dito, ng titulong*

who has satisfactorily fulfilled all the requirements therefor, the degree of

### Batsilyer sa Agham ng Pangangasiwa sa Kalakal

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

### Dalubhasa sa Pamamaraang Pangkabatirang Pangangalakal

MAJOR IN BUSINESS INFORMATION SYSTEMS

*Kalalaking ang lahat ng karapatan, karangalan at mga pribilehiyo gayundin ang mga lungkulin at pananagulang doo'y nauukol.*

with all the rights, honors and privileges, as well as the obligations and responsibilities thereunto appertaining.

*Bilang katunayan ay taglay nito ang tatak ng Unibersidad at ang mga tagala ng Pangulo,*

In testimony whereof, the seal of the University and the signatures of the President,

*Tagapaglala ng Pamantasan, at Dekana ng Kolehiyo ng Pangangalakal at Pagtutuos.*

the University Registrar and the Dean of the College of Business and Accountancy are hereunto affixed.

*Iginawad sa Lungsod ng Tarlac, Pilipinas, ngayong ika-06 ng Abril*

Given at Tarlac City, Philippines, this 6<sup>th</sup> day of April

*sa taon ng ating Panginoon dalawantlibo at anim.*

in the year of our Lord two thousand and six.



MA. JUNE S. CARLOS, MPA

Tagapaglala ng Pamantasan

PRISCILLA C. VIUYA, Ph.D.

Pangulo

President

EDITHA S. JUSAYAN, MPA, MTD

Dekana, Kolehiyo ng Pangangalakal at Pagtutuos



NOVA COMPUTER COLLEGE

TARLAC CITY, TARLAC, PHILIPPINES

*BE IT KNOWN that pursuant to the authority given by the  
Technical Education and Skills Development Authority to this school  
and upon recommendation of the faculty, we hereby certify that*

**Jonathan M. Tayag**

*has satisfactorily completed the course*

**Computer Engineering Technology**

*prescribed by the TESDA in recognition thereof is awarded this*

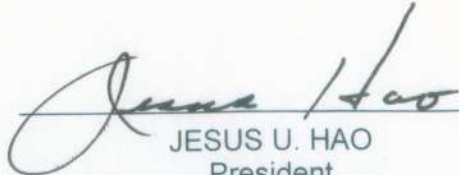
**Diploma**

*IN TESTIMONY, whereof we have hereto affixed our names.*

*Given at Quezon City, Philippines, this 11th day of May 2000.*



  
JEFFREY G. HAO  
Executive Vice President

  
JESUS U. HAO  
President