



FLORENCE L. CRUZ

Registered Electrical Engineer
Safety Officer 2



09977584417



florencecruz033@gmail.com



Marilao, Bulacan

EXPERTIES

- Management Skills
- Critical Thinking
- CAD Operations
- Computer Literate
- Interpersonal Skills
- Complex problem-solving Abilities
- Mathematics and Physics
- Innovative thinking
- Panel Board Designing
- Electrical Designing
- Schematic Diagram Design

ACHIEVEMENTS

Board Passer

Electrical Engineering Licensure Examination
September 2023

Dean's Lister Awardee

Bulacan State University
August 2021 - May 2022

Best in Research,

Academic Excellence Award (High Honors)
A.G.B.M. Trade School
2018-2019

LANGUAGE

- English
- Filipino

EXPERIENCE

Project Manager

FHC Builders

March 2024 – August 2025

- Project Planning
- Budget Management
- Scheduling & Time Management
- Team Coordination
- Risk Management
- Client Communication
- Documentation
- Procurement
- Project Closeout

MEPFS Quality Control Engineer

EEI Corporation

October 2023 – March 2024

Inspection & Testing:

- Perform routine inspections of electrical components, systems, and installations.
- Conduct electrical tests (continuity, insulation resistance, grounding, etc.) using appropriate tools.
- Ensure that wiring, circuits, panels, and systems comply with design specifications and codes.

Standards Compliance:

- Ensure all electrical work meets national/international standards (e.g., IEC, NEC, IEEE).
- Monitor compliance with project specifications, quality standards, and safety regulations.

Documentation & Reporting:

- Prepare inspection test plans (ITPs), QC checklists, and test reports.
- Maintain detailed records of inspections, test results, and non-conformities.
- Issue NCRs (Non-Conformance Reports) and assist in root cause analysis.

Training & Supervision:

- Provide technical guidance to electricians and technicians on quality procedures.
- Train team members on updated standards and quality requirements.

Commercial Establishment Electrical Designer Intern

BJM Prince Construction Company

June 2022 - August 2022

- Creating as built plan and providing initial electrical plan for commercial buildings.
- Sorting of Electrical, Mechanical and Electronics Plan.

- Checking of Electrical Room In Commercial Buildings and cleaning the panel boards
- Initial testing of the Main Circuit Breaker (MCB) and other Circuit breaker to be installed.
- Checking the inventory of materials

EDUCATION

Bulacan State University

Bachelor of Science in Electrical Engineering 2019 - 2023

A.F.G.B.M.Trade School

Science, Technology Engineering and Mathematics (STEM) 2013 - 2019

SEMINARS

profEEsionalism 101 "Work safe, stay well-it's your choice"

Bulacan State University
March 2023

WATTS UP! Towards the Attainable and Sustainable

Energy Utilization
Bulacan State University
March 2023

reKNEWable Energy - Energy without Bounds

Bulacan State University
February 2023