



Republic of the Philippines

CAVITE STATE UNIVERSITY

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DEPARTMENT OF INDUSTRIAL TECHNOLOGY

Trainee : FRANCISCO FRANDEL G. BAUTISTA II

**Title : A NARRATIVE REPORT: TRAINING EXPERIENCES AT
GOZOIKOS CONSTRUCTION INC.**

APPROVED:

JENILYN D. LUYA
Area Coordinator

Date

BHRENDELYN B. NAVALES Ph.D _____
OJT Coordinator Date

MA. DAISY A. SANTOS, EdD _____
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ARIEL G. SANTOS, EdD _____
Director, Instructions Date

LAURO B. PASCUA, EdD _____
Campus Administrator Date



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DEPARTMENT OF INDUSTRIAL TECHNOLOGY

On the Job Training (OJT) Narrative Report

I. Trainee Information

Name: BAUTISTA, FRANCISCO FRANDEL II G.
Course and Section: BSIT Drafting 102-B (2022)
Complete Address: Blk9 - Lot 29 Jasmin St. Camella Homes, San Antonio
Noveleta, Cavite

II. Profile of the Company

Company Name: Gozoikos Construction Inc.
Physical Location: 470 Holgado Bldg. Brgy. Tejero, Gen. Trias, Cavite, 410
Website URL: <https://www.facebook.com/gozoikosconstruction?mibextid>
Contact Information: +63 916 473 2014
Establish date: January 2020
The structure of the company: Private



Logo of Gozoikos Construction Inc.

III. Brief Description of the Company

Gozoikos Construction, Inc. ("the company") is a Filipino corporation established and registered with the Security and Exchange Commission since January, 2020 and the founder is ENGR. Gedeon O. Zonio. it was formerly known as Gozoikos Construction Services registered as the sole proprietor business in the department of Trade and Industry since May, 2019.

The company is engaged in General Design and Construction Services. It also engaged in various construction, installation and supply component business such as Mechanical, Electrical, Air-conditioning, Plumbing, Sanitary, and Fire Protection System.

Among the most significant aspects of Gozoikos Construction are personalize service, quality and cost-saving construction methodology, safe work conditions, honest service and great value; all geared towards producing high quality instructions and serving satisfied clients.

IV. Training Period

The training period started from August 28, 2023, to September 1, 2023.

V. Training Schedule

The training schedule is 8:00 am to 5:00pm every Monday to Saturday

VI. Training Duties:

Assigned Department	Weekly work assignment
Engineering Department	July 28 - August, 2023 In the beginning, our supervisor taught us about what are the common commands possible

	<p>encounters may happen. our supervisor sir Gedeon Zonio gave us a task to do that we must redraw all of the contents in the file the he sent us. We start working is some parts of it in order to reduce our works in the following day.</p>
Engineering Department	<p>August 3-9, 2023</p> <p>After my work on air systems and machines, sir Gedeon Zonio gave me a floorplan that is needed to redraw and change some features of it. He sent a picture which serves as my guide and to find the changes in drawing. I immediately started my work and stopped where I plotted the walls.</p>
Engineering Department	<p>August 10-16, 2023</p> <p>Sir Zonio checked my work of the floorplan and he said that he will wait for the approval of the redraw of the plan. While waiting for the announcement, he gave me a new task which is almost similar to the previous one. The ducting or air ducting of the floor plan that I redraw.</p>
Engineering Department	<p>August 17-24, 2023</p> <p>Me and Creshia discussed on how to make the sprinkle on the top view of the project. Putting a sprinkler plan is not just like a redraw, it is a layout drawing the requires critical thinking. I start and finished it same day because I didn't follow any reference so that I completed my task.</p>

Engineering Department	August 25-september 1, 2023 In part of our OJT, we also include fixing trouble shooting in computers software and hardware. I began to do the sheet number e07 to complete our warehouse project that contains 17 pages.
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VII. Significant accomplishments in performing your duties

Being able to hire and train at the Gozoikos Construction is a great experience for me as a student who looking for on the job training experience. I've been encountered many things good and bad but I faced all days with good things here at Gozoikos. It will be an easy task for an individual to collaborate and work as a team with other trainee. I learned a lot of techniques and character development while working in this company. I did all my best of all the works that was given to me that i am entrusted for doing it. It is a big accomplishment for me that I would say I contribute something on the company.

Communicating with our adviser on how our clients want to their project for a better outcome of all projects.

VIII. Problems Encountered

- It sometimes lacks of information to get because we only have 1 supervisor to ask for.
- Some malfunction and troubleshooting on computers software and hardware.
- Having hard times working for 4 hours straight due to computer screen that produce radiation that causes our eyes to feel a sudden pain that last long.

- Not know the broaden knowledge about auto cad that causes an interruption and stop of working duties.

IX. Relevant Skills developed thru the On-the Job Training Program

Creativity

Adaptability

Critical thinking

Initiative

Decision making

Problem solving

Collaboration

Time Management

Being Independent

Learning outcomes of the PRACTICUM

- Strong implementation of local internship
- Harmonious collaboration between CvSU and HTEs
- Student training in actual work condition
- Globally competitive and morally upright individuals with right attitude towards work

work

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X. Mentoring Process

- The mentor (engineer) discuss what will do and what would be he outcome of the project.
- He monitors us if he has a free time to see the process and change mistakes immediately to avoid further mistakes.

- Sometimes he let us do the work for us to be able to solve the problems on our own by exploring things.
- He showed us other things like site visiting and computer repair to learn on surpassing our limits.

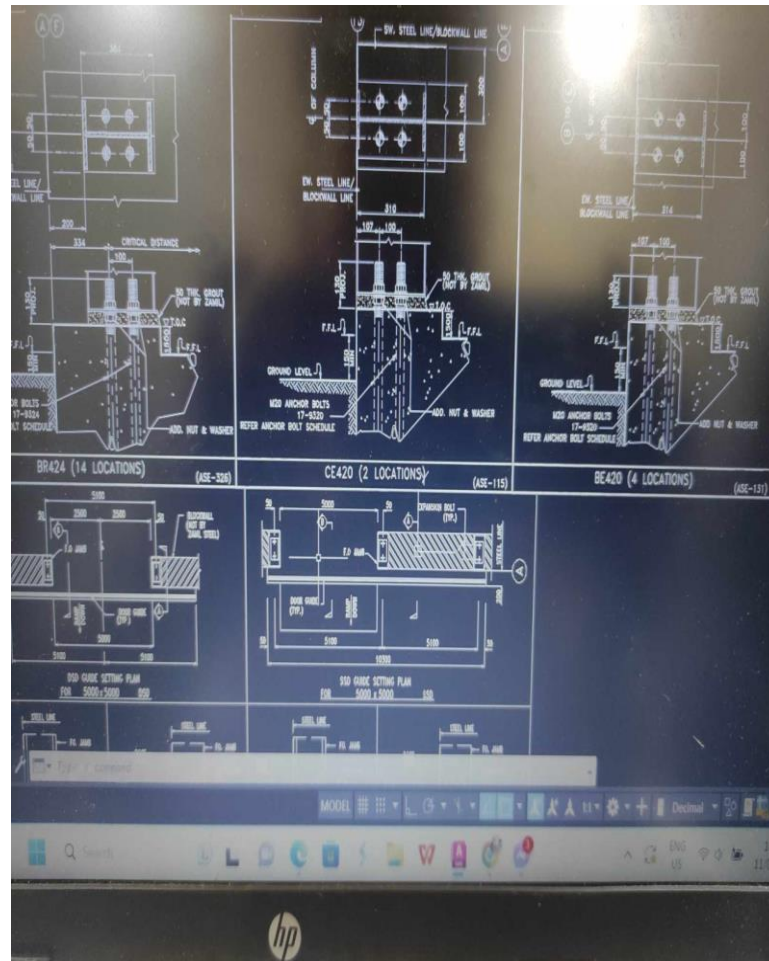
XI. Limitations of the OJT program

Sometimes trainers add workload on trainee even though there is an unfinished workload. Therefore, the trainee will have a pending task to do.

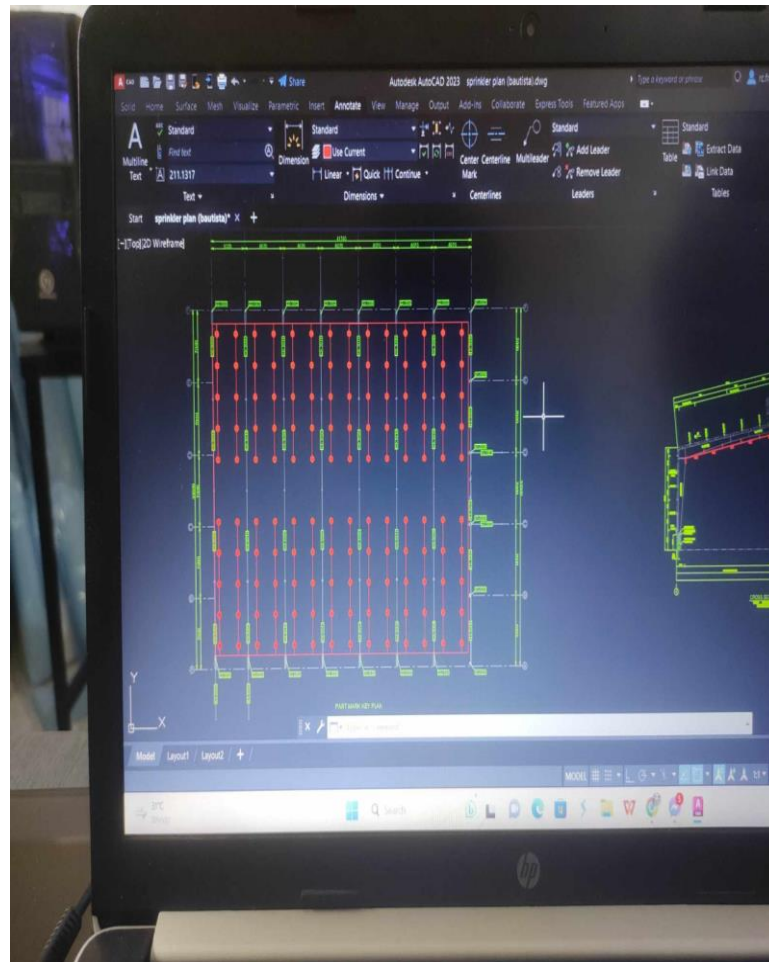
XII. Insights gained from the OJT program

As a new to the field of Industrial job, I experience on to be flexible at all times because tasks of it is almost related to the other. I enhance my skills in socializing on other people and collaborating with them to finish the entire tasks. Engaging into challenges and never complaining is one of the best lesson I have gained in my whole 1st year on the job training program.

XIII. Photo Documentations



This photo was taken on August 1, 2023, when I was almost done on my first ever task as an on-the-job training student in Gozoikos Construction.



This was taken on august 24, 2023. it is the photo of a sprinkler plan that we drew with our own layout technique.



This was on august 27, 2023, this photo is the time that we are fixing computers and fixing AutoCAD app.



This photo was taken on August 15, 2023 while discussing the dimensions about the task and specific objects.