

SAMPLE PROFESSIONAL CV

Name	Fernando Hugo Arango Rodriguez
Gender	Male
Date of Birth	16 June 1979
Place of Birth	Lima
Nationality	Peruvian
Marital Status	Married
Spouse Details (if applicable)	Maria Pilar Hernandez Perreira (currently working as a graphic designer)
Home Address	25 Reforma, Lima, Peru
Telephone	+51 1 123 456 (home) +51 9876 542 (cell)
E-mail	fhar@yahoo.es
Tertiary Education	<i>List all qualifications received including the years studied and the names of the institutions. List you most recent qualifications first.</i>
2003-2006	Master of Science (Mechanical Engineering) University of South America, Peru Advanced Robotics and Automated Systems (ARAS)
1997 -2001	Bachelor of Civil Engineering University of Peru
Primary & Secondary Education	<i>Include details of your you primary and secondary schooling including the which countries the schools were located.</i>
1991 - 1996	St. Maria College Lima, Peru
1984 –1990	Lima Junior Catholic School Lima, Peru
Languages	<i>List the languages which you can use to communicate at an effective level. If you have taken an English test such as IELTS or TOEFL please include the date the test was take and the individual scores.</i>
	Spanish (native speaker) Italian (advanced level) English (advanced level)
	IELTS (Academic Module) Date taken: 6 June 2006
	Overall Score: 7.5 Reading: 8.0 Writing: 7.0 Speaking: 8.0 Listening: 8.0

Professional Memberships & Licences

List all professional memberships and licences that you hold.

American Institute of Engineers

**Internships/Industry Attachments
(If applicable)**

List the dates and the companies where you completed your attachments. Also include an outline of your duties/projects.

Jan 2000- Jun 2000

Modern Engineering Co

Sketching, calculus verification of design and assist with designs.

Work Experience

Current Position

List the details of your current position, including the commencement date and position title. Provide detailed information about position including your duties, skills, responsibilities and details about the projects that you have worked on. Please present this information in bullet form. (see example below).

Jan 2005 – May 2006

Civil Engineer

TransportCo, Lima, Peru

Project: Interchange Connector between Avenida Panama and Avenida Pacifico highways for mass transit system in Lima.

- Reviewed civil plans outlined for the project execution.
- Applied all the instructions and specifications stipulated for the project execution in order to take advantage of available resources allocated.
- Reported on a weekly basis, civil works progress and on site tests on a monthly basis to be addressed in the staff meetings.
- Coordinated the civil works scheduled for each week. Verify incoming supplies allocated to the project ensuring the quality standards.
- Civil work output analysis.
- Evaluated the personnel under my supervision.
- Monitored civil works accomplished on a regular basis according to closing dates for each work site of the project.
- Coordinated maintenance activities and routines related to equipment used.
- Recorded all information as detailed as possible related to asphalt mixture controls and pre-mixed concrete placements.
- Verified the compliance of quality standards and procedures for activity releases with respect to each of the work sites of the project.

Previous Work Experience

List the details of your previous positions, including the commencement dates and position titles. Provide detailed information about each position including your duties, skills, responsibilities and details about projects that you have worked on. Please present this information in bullet form and list your most recent position first and the first position you held last. (see example below).

Dec 2003 – Dec 2004

Civil Engineering Contractor Andes Construction, Peru

Project: Construction of four bridges located in the municipalities of Taluca and Sorcaboraca for the triple lane highway connecting the municipalities of Britero and Taluca

- Carried out the daily schedule related to concrete demand to accomplish weekly project targets.
- Supervised the administrative personnel appointed to the project.
- Civil project reporting with respect to civil scheduling, materials allocated, supplier's performance and work progress ensuring the compliance of quality standards.

Jan 2002 – Dec 2003

Civil Engineer Atlantico Construction, Peru

Project: Construction of Centro Commercial Shopping Mall, a five level building with three levels of underground parking in Lima, Peru.

- Weekly civil works programming.
- Close supervision and control on works executed on the project.
- Coordinated the technical matters related to the structure according to planes and details outlined of the same.
- Controlled the concrete and steel waste and disposals rendering weekly reports to be addressed to the staff committee.
- Supervised the administrative personnel extended to personnel appointed by external contractors on site, for the attainment of tasks and objectives to be developed.

Research Projects

List all research you have undertaken (see example below).

Feb 2003 – Jan 2007

University of South America, Peru

Title: "Design and Analysis of a Welding Robot".

The robot was manufactured to weld boiler pipes of power plants. The mechanism of the robot is capable of manoeuvring between the pipes and adjusting to the specified range of pipes diameter; it is also low in weight and portable which offers the operator the opportunity to work in variable manufacturing conditions. Moreover, it can be used with a wide range of welding machines. The robot was modelled and the welding path was designed considering the spatial trajectory and arc welding conditions. The welding, geometric and dynamic parameters defined the essential simulation program, to optimize the mechanism, satisfy the constraints and design the controller. This work has been

Academic Honours & Awards

published in IEGM/SASE.

List all the academic, community and sporting awards or honours you may have receiving during your working life and student life (see example below).

Bronze Medal, National Computer Olympiad, Peru, Feb 1996.
(amongst 50 students in the country).

Conferences, Seminars & Training

List all the conferences and seminars you have undertaken giving dates and titles (see example below).

F.H. Rodriguez, M. Trinks, V. Motting,, P. G. Whitten, and G. G. Wallace

Use of a multi-zone combustion model to interpret the effect of injector nozzle hole geometry on HDDI diesel engine performance and pollutant emissions. SAE congress, Detroit 2004. SAE Paper 2004-01-0367. Sp-1976. 2004.

Publications

List all your publications in national and international journals detailing the title, journal name, and the date of publication. If you published with other authors include their names as well. You may also like to include information regarding any abstracts or research that you are currently completing. (see example below).

F.H. Rodriguez , G. M. Trinks, and D. Hook, "Viscoelastic study of conducting polymers using quartz crystal microbalance," presented at Smart Structures and Materials 2004: Electroactive Polymer Actuators and Devices (EAPAD), Michigan, USA, 2004

Personal

This is a good opportunity to tell your prospective employer about your interests outside your work life ie hobbies, travel untaken.

I enjoying travelling and learning new languages. I also enjoying playing tennis and golf and generally keeping fit.

Career Intentions

You may also like to include a short paragraph detailing your future career objectives.

I would like to work as a consulting engineer in an English speaking country.

Referees

Please provide the contact details of at least 3 referees including telephone numbers, street addresses, email addresses and fax numbers, current position titles and the name of the company where they are currently working. Two of your referees must be from your current or most recent employer.

From current employer

Mr Sergio Johanson
General Manager
Transportco
Avenida Americas 1611
Lima, Peru
Ph +51 1 987 6543
Fax +51 1 987 5432
Email s.johanson@transportco.co.pe

Mr John Smith
Chief Civil Engineer
Transportco
Avenida Americas 1611
Lima, Peru
Ph +51 1 987 6543
Fax +51 1 987 5432
Email j.smith@transportco.co.pe

From previous employers

Mr Fernando Carrera
Managing Director
Andes Construction Peru
Avenida Pacifico 257
Lima, Peru

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Fax+ 51 2 123 4567
Email: fcarrera@ac.co.pe

Please email your cv as a Word document. Please **do not** scan or send as a PDF.