MARCIO BUENO, CIVIL ENGINEER

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Bilingual: English / Spanish | Will relocate | U.S. Work Authorized | International / Domestic resource | Petrochemical Sector.

# PROFESSIONAL SUMMARY

Civil Engineer with over 10 years of experience in industrial, oil & gas, and infrastructure projects across the U.S. and Venezuela. Proven track record in project supervision, refinery maintenance, cost estimation, and multidisciplinary coordination in petrochemical environments. Strong leadership in sales and team development in the U.S. market. Skilled in AutoCAD, Civil 3D, and metric calculations. Committed to high performance, adaptability, and continuous learning.

# EDUCATION

Bachelor of Science in Civil Engineering
Universidad Nacional Experimental Francisco de Miranda – Coro, Venezuela | Jul 2010

English Language Certificate
Embassy CES – San Diego, CA | Jul 2011

High School Diploma – Science Track
Colegio Araguaney – Punto Fijo, Venezuela | Jul 2005

# TECHNICAL SKILLS

- Design Tools: AutoCAD, Autodesk Civil 3D
- Project Tools: Microsoft Office Suite, Excel (estimation)
- Languages: Fluent in English and Spanish
- Core Skills:

Strong background in Latin American Oil & Gas infrastructure and refinery projects
Project Supervision · Oil & Gas Civil Works · Cost Estimation · Bidding · Sales Leadership · Construction Management · Metric Calculations · Team Coaching · Maintenance Coordination

# PROFESSIONAL EXPERIENCE

* **Sales Manager**MCBSTARS – Houston, TX | Feb 2017 – Present

As Sales Manager at MCB STARS, I have led the entire sales process, from prospecting for potential clients through in-person and digital channels to following up and closing direct sales. My role includes managing appointment schedules, identifying business opportunities, and building strong client relationships.

In addition, I have been responsible for recruiting, selecting, and hiring new salespeople, developing effective training and coaching processes to ensure a highly qualified and results-oriented team. I lead and manage sales teams, fostering leadership, motivation, and goal achievement through management strategies focused on continuous growth and high performance.

* **Draftsman – Civil Design**
RIGAR Design Solutions – Dallas, TX | Nov 2015 – Dec 2016
* - Developed complete residential design packages in AutoCAD and Civil 3D.
* - Created floor plans, elevations, electrical, site and roof plans.
* - Conducted site inspections for construction compliance.
* **Resident Engineer – Housing Project**
Servicios OLVEMEN – Punto Fijo, Venezuela | Feb 2015 – Nov 2015

Served as Resident Engineer for the construction of an 8-unit residential complex, overseeing all phases of execution from planning through final delivery. Responsible for the technical supervision of the project, ensuring construction aligned with design specifications, safety regulations, and quality standards.

Managed scheduling, cost control, and allocation of resources, optimizing workflow to meet project deadlines. Supervised on-site personnel, enforced occupational health and safety protocols, and coordinated with subcontractors and suppliers to maintain continuous progress.

Prepared daily and weekly progress reports, monitored physical and financial performance, and maintained direct communication with the client to ensure satisfaction and timely approvals. Participated in partial and final project handovers, ensuring compliance with contract deliverables and quality benchmarks.

* **Cost Estimator / Bid Coordinator – Refinery Projects**
DEMPICA – Punto Fijo, Venezuela | Jul 2014 – Jan 2015

Led bid processes for civil/mechanical works at PDVSA’s Cardón Refinery.

Specialized professional in the preparation, coordination, and management of technical and commercial proposals for industrial projects within processing plants, particularly in refineries. Responsible for analyzing bidding documents, coordinating multidisciplinary teams, and developing detailed estimates of direct and indirect costs, taking into account technical standards, industrial safety regulations, and operational constraints typical of refinery environments.

Experienced in preparing budgets for civil, mechanical, piping, electrical, and instrumentation works, including risk analysis, contingency margins, and competitive pricing strategies. Actively involved in negotiations, technical clarifications, and proposal presentations to clients. Skilled in maintaining updated cost databases, analyzing real production rates, and transferring key information to execution teams after contract award.

Results-driven, deadline-oriented, and aligned with the demanding standards of the energy and oil & gas industry.

* **Civil Works Coordinator – Refinery Maintenance**
Tex C.A. – Punto Fijo, Venezuela | Feb 2014 – Jul 2014

Civil engineer with experience coordinating maintenance projects in industrial facilities, specifically within the Cardón Refinery (PDVSA). Responsible for the planning, execution, and supervision of civil maintenance activities including excavation, demolitions, concrete works, and thermal insulation, ensuring compliance with PDVSA safety and operational standards.

Led multidisciplinary teams in the field, managing resources, materials, and equipment to execute tasks in confined or classified areas with strict safety protocols. Provided technical support to planning and engineering departments, validated work scopes and quantities, and ensured the timely delivery of daily reports, progress updates, and job completion records.

Strong focus on operational continuity, preventive maintenance, and adherence to quality standards in high-risk environments.

* **Civil Supervisor – Petrochemical Refinery**
MECOR C.A. – Barcelona, Venezuela | Apr 2012 – Jan 2014

Served as Civil Supervisor for infrastructure and maintenance projects within the José Antonio Anzoátegui Oil & Petrochemical Complex. Responsible for overseeing civil works such as excavations, dock repairs, dredging operations, and pipeline ballasting, ensuring strict compliance with safety and technical specifications.

Performed daily activity reporting, including technical drawings and field updates using AutoCAD. Worked closely with the project planner to meet scheduled milestones and support overall project execution. Collaborated directly with the project advisor by providing assistance with structural drawings for mechanical installations and served as translator during technical meetings and document preparation.

Also contributed to cost estimation tasks and progress monitoring, maintaining clear communication between field operations and engineering teams.

* **Resident Engineer – Housing Development**Construcciones AYO C.A – Punto Fijo, Venezuela | Dec 2011 – Apr 2012

Led on-site supervision for the construction of a residential development consisting of 100 single-family homes. Responsibilities included project scheduling, coordination of construction phases, and daily oversight of labor and subcontractor activities.

Managed material tracking and inventory control to ensure timely availability of supplies and adherence to the project timeline. Handled workforce payroll and attendance, maintaining accurate records and ensuring labor compliance with internal and legal standards.

Monitored construction quality, enforced safety protocols, and coordinated with architects, engineers, and suppliers to address technical challenges and keep the project on track. Reported progress to management and supported inspections and handovers as the project advanced.

* **Statistical Engineer – Technical Support**
HAFRAN C.A. – Punto Fijo, Venezuela | Jun 2011 – Dec 2011
* - Executed metric take-offs and technical documentation for construction teams.
* **Administrative Assistant (Student Worker)**
Embassy CES – San Diego, CA | Feb 2011 – Jun 2011

Provided administrative support at Embassy English while enrolled as a student. Assisted with student registration processes, maintained academic records, and supported exam review coordination. Collaborated with staff to ensure smooth day-to-day operations and contributed to a welcoming environment for new and international students.

This experience also enhanced my communication skills and language proficiency in an English-speaking academic setting.