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| **Abeer**  **Electrical and communication Engineer** |
| **Education**: Bachelor's Degree in Electrical Engineering Communication and Control,  Professional Training diploma as Project Coordinator **Experience**: 9 Years; Project Coordinator -6 years, Communication engineering - 3 years  **Email Address:** [**abeer-394438@2freemail.com**](mailto:abeer-394438@2freemail.com) |
| **PERSONAL INFORMATION** |
| **Name:** Abeer  **Nationality:** Palestinian **Residence Country:** UAE **Marital Status:** Single |
| **TARGET JOB** |
| **Target Job Title:** Electrical Engineering  **Career Level:** Mid-Career  **Target Job Location:** UAE  **Career Objective:** Seeking to become an active of a highly productive and creative professional team where my skills would be utilized at the highest level. |
| **EXPERIENCE (8 YEATS)** |
| February 2015 – July 2019  **Project Coordinator for Agricultural Atlas Project- project Management Dep.**  **Job Role:** Field Visits, Monitoring & Evaluation, Following up project achievement, Conduct action plans, prepare Budgets, Proposals, and Need Assessment, Prepare Progress and Final Reports. |

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| November 2013 – February 2015  **Project management Department- Effects Company for consultation and development.**  **Job Role:** Administrative officer, Preparing reports, Writing Proposals |
| June 2012 – December 2012  **Core Engineer-**  **Company Industry:** Telecommunication Company  **Job Role:** Installation of ADSL Cards, Telephone Lines and Fiber Lines, Solve ADSL problems with Customers, follow up ADSL connection with Central, Field Visit to Telecommunication Sites. |
| June 2011 – May 2012  **Technical Engineer**  **Company Industry:** ADSL Services  **Job Role:** Customers Services, Solving ADSL problems via telephone, conduct Field visit to solve connection problems, following up ADSL connection with Central, Telemarketing, |
| Sep 2009 – June 2011  **Teacher – Palestine**  **Job Role:** Receptionist, give remedial teaching for all levels in English, science, physics and Math.  **EDUCATION** |
| Islamic University Of Gaza  **March 2009 Bachelor's degree of Electrical Engineering Communication and Control** |
| SMET- UNRWA  **July 2019 Professional Training Diploma as Project Coordinator with 210 Training Hours** |
| **COURSES** |
| * 15 Jun - 25 Jul 2010 : AUTOCAD Course (90hours) * 15 Jun - 25 Jul 2010 :ICDL Course (60 hours) |

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| * 7 Feb - 28 Mar 2011 :Preparation Course For Toefl Test * 1 Apr- 1 Jun 2011 :CCNA Course (80 hours) * 2 Jun - 4 Jul 2011 :CWNA Course (60 hours) * 30 Dec. 2013 – 29 Jan 2014 :Professional Project coordinator Course (24 hours) * 19 Feb - 19 Mar 2014 :Preparation and Management of Projects for Professional Course **(**40 hours**)** | | |
| **SPECIALTIES** |  |  |
| * Electrical Engineering * Communication Engineering * Technical Skills | * Project Management * Project Coordinator | |
| **SKILLS** |  |  |
| * ADMINISTRATION (level - Expert) * CUSTOMER RELATIONS (level - Expert) * Writing Proposals (level - Expert) * Need Assessment with Target Group(level - Expert) * Writing reports(level - Expert) * Monitoring and Following up(level – Expert) | | * MANAGEMENT (level Expert) * MS OFFICE (Word, Excel, PowerPoint) (level - Expert) * Verbal Communication (level - Expert) * Solve Technical (Expert) * MS- PROJECT (Exppert) * AUTOCAD (Expert) * Evaluation (level – Expert) |
| **LANGUAGES** |  |  |
| * **Arabic-** mother language * **English-**Fluent **Experience:** More than 10 years | | |