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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** |
| **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**)**
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| **SPECIALTIES** |  |  |
| * Electrical Engineering
* Communication Engineering
* Technical Skills
 | * Project Management
* Project Coordinator
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| **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)
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| **LANGUAGES** |  |  |
| * **Arabic-** mother language
* **English-**Fluent **Experience:** More than 10 years
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