FEVEN

**Address** Dubai, United Arab Emirates

**Email** feven-397458@gulfjobseeker.com

**Nationality** Ethiopian

**Gender** Female

**Date of Birth** 11/09/1989

**Marital Status** Single

**Professional Summary**

A well-rounded Construction Project Manager with proven experience in the construction industry. I am enthusiastic, responsible, self-motivated and a hard-working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative.

**Work Experience**

**09/2015 - 01/2020**

**Construction Project Manager**

**Ethiopia**

* Reviewing the project in depth to determine if everything went according to plan.
* Informing the staff of the project details and how I wanted to move forward with the project.
* Ensuring all the work was done as per the approved samples, methods and materials.
* Executing project work plans and revising as appropriate to meet changing needs and requirements.
* Allocating resources and made sure there were no shortages.
* Instructing and directed fellow workers so they can work together to create a great final result.
* Assuring the completion of the project on time and within the projected budget.

**04/2013 - 07/2015**

**Sales Representative**

**Tega & Tula Coffee Industry, Addis Ababa, Ethiopia**

* Demonstrating and presenting the product.
* Coordinating sales efforts with marketing programs.
* Attending trade exhibitions, conferences and meetings.
* Maintaining client records.
* Aiming to achieve monthly or annual targets.
* Reviewing sales performance.

**Education**

**10/2010 - 07/2014**

**Hawassa University, Hawassa, Ethiopia**

Bachelor of Science in Civil Engineering

**09/2006 - 06/2009**

**School of Tomorrow, Addis Ababa, Ethiopia**

High School Diploma, Natural Sciences

**Languages**

English

— Fluent



Arabic

— Fluent

Amharic

— Fluent

Tigrigna

— Fluent

**Additional Skills**

* Project Management
* Leadership
* Supervision
* Goal-oriented
* Microsoft Office
* Dedication