

2015-02/2016-07	Griffith University- Australia	Engineering Project Management- Master Degree
2011-09/2014-09	Loughborough University- UK	Mechanical Engineering- Bachelor Degree

Continuous training and studies				
From / Untli	rom / Until Institution Duration Course Title			

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Langu	ages

Native Language	Mandarin	Level	Native
Language 2	English	Level	Proficient User
Language 3		Level	
Language 4		Level	
Language 5		Level	

Work Experience			
From / Until Organisation/Company - Country BL / Domain / Sector Function / Role			
2018-08/Present	Pedre Contractors-Canada	Construction	Project Coordinator
2017-03/2018-07	Alliance Freeze Dry- Canada	Manufacturing	Project Manager Assistant

Motivation

Explain with a few lines the reasons for you to get certified.

3 years project management experience in Canada, looking for becoming Jr. Project Manager; Want to get professional certificate to approve my professional knowledge

Additional Information

e.g. Project management literature and presentations published, achievements and awards, involvement in the Company PM methodology working group, involvement in PM network (association)....

## TRAINING ASSIGNMENTS YOU HAVE BEEN INVOLVED IN, IN THE LAST FIVE YEARS

Short description of primary project		
Project name	Complexity	
Direct customer	Business line	
Phase of your involvement	Project dates (yy/mm-yy/mm)	
Role of the candidate	Candidate dates (yy/mm-yy/mm)	
Budget under responsibility	Time spent to date (%FTE)	

Short description of secondary/additional project		
Project name	Complexity	
Direct customer	Business line	
Phase of your Involvement	Project dates (yy/mm-yy/mm)	
Role of the candidate	Candidate dates (yy/mm-yy/mm)	
Budget under responsibility	Time spent to date (%FTE)	

Short description of secondary/additional project		
Project name	Complexity	
Direct customer	Business line	
Phase of your involvement	Project dates (yy/mm-yy/mm)	
Role of the candidate	Candidate dates (yy/mm-yy/mm)	
Budget under responsibility	Time spent to date (%FTE)	

Short description of secondary/additional project		
Project name	Complexity	
Direct customer	Business line	
Phase of your Involvement	Project dates (yy/mm-yy/mm)	
Role of the candidate	Candidate dates (yy/mm-yy/mm)	
Budget under responsibility	Time spent to date (%FTE)	

Short description of secondary/additional project Project name	Complexity	
Direct customer	Business line	
Phase of your involvement	Project dates (yy/mm-yy/mm)	
Role of the candidate	Candidate dates (yy/mm-yy/mm)	
Budget under responsibility	Time spent to date (%FTE)	

## **EXECUTIVE SUMMARY REPORT** Name of Project I Context Issues at stake for the Company, list of key stakeholders, complexity of the project. Objectives Detailed definition of project objectives and deliverables and way of ensuring their quality Organisation/ Type of organisation and communication channels put in place for relationships with key stakeholders Communication How the projet manager exercised his/her leadership, delegated, got the team committed and made Responsibilities

decisions.

Monitoring	Key methods to monitor the projet for planning, allocation of resources, costs control and risks management – explain these choices
Lessons learned and capitalisation	Lessons learned from a personnel as well as from a company perspective
Challenges	Problems faced that will demonstrate your competences
Name of Project II	

Objectives	Detailed definition of project objectives and deliverables and way of ensuring their quality
Organisation/ Communication	Type of organisation and communication channels put in place for relationships with key stakeholders
Responsibilities	How the projet manager exercised his/her leadership, delegated, got the team committed and made decisions.
Monitoring	Key methods to monitor the projet for planning, allocation of resources, costs control and risks management – explain these choices
lessons learned and	
	Lessons learned from a personnel as well as from a company perspective
	Lessons learned from a personnel as well as from a company perspective
Lessons learned and capitalisation	Lessons learned from a personnel as well as from a company perspective

IMPORTANT NOTE: You will be asked, at the time of submission of your report, to testify that you have dealt with any potential confidentiality problem. Your application file will be addressed confidentially and will not be communicated to any person not directly involved in the certification process