

M/R

Mahboobeh Ranjbar

OBJECTIVE

Goal-oriented graduate with a B.S in Civil Engineering looking to work at Unilever Company as an Innovation Planning Assistant. Familiar with M.S Project and good command in English, seeking to expand my knowledge and skills by growing with the Unilever team and company.



ADDRESS
Shiraz
Iran



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EXPERIENCE

- Since December 2015

Garno counsulting engineer company

- Administrative Assistant, December 2015- June 2016, Iran, Shiraz.

- Since May 2019

Sara Homayouni Advertising and Printing Center, Shiraz Iran.

- Internship, May – October 2019, Iran, Shiraz.

- Since February 2021

Freelancer

- Freelance Yoga Instructor, Since February 2021.

EDUCATION

- September 2010 – November 2015

- B.SC. of Civil Engineering
- Shahid Bahonar University of Kerman, Kerman, Iran
- **Supervisor:** Eysa Salajegheh,
- **CGPA:** 14.01/20

CERTIFICATE




- Courses certified with South Industrial

Management Institute (SIMI)-October 2012 up to October 2017, Iran.

- Certificate of AutoCad design with grade 90 out of 100.

- Certificate of Planning and Project Control with MSP software, with grade 92 out of 100.
- **Courses certified with Navid English Institute, Iran.**
 - English Senior, February 2010.
- **Courses certified with Om Mani Padme Hum, USA.**
 - Yoga Alliance RYT®200, 200-hour Yoga Teacher Training, June 2020.

SKILLS

- **Skill**
 - Problem solving and hardworking
 - Teamwork and collaboration
 - Adaptability, dependability and empathy
- **Others**
 - **Microsoft Office**

Intermediate
 - **Social Media and Web**

Intermediate
 - **English language**

Upper-mediate