

ZU ZI AUNG

Resume

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ADDRESS:

Hledan ,Kamayut
Township,Yangon.

PERSONAL DATA:

Date of Birth : 3 September 1991
Sex : Female
Nationality : Myanmar
Marital Status: Single
Languages : English, Burmese

CAREER OBJECTIVE

To obtain the position _Document Controller (SA,TSSR,CW,TI)

WORK EXPERIENCE AND DUTIES

SEEZAR SOE SAN TELECOM COMPANY (SITE ACQUISITION TEAM LEADER & DOCUMENTATION)(MPT KSGM PROJECT)(OCTOBER 2014 To JULY 2015)
SUNTAC ENGINEERING & CONSTRUCTION COMPANY (CW DOCUMENT CONTROLLER) (TELENOR AND MPT KSGM PROJECT) (AUGUST 2015 To TILL Now)

Team Leader for SA(Site Acquisition)

At the Project which under local authorities project such as;
MPT_KSGM project Subcom
Monitor, operate and manage work progress of the project in coordination with all relevant parties.
Involved in Site Acquisition from inspection to completion.

- Planning, scheduling, prepare manpower loading, material and equipment status to be submitted to the Project Manager and Client for approval.
- Prepared documentation , Daily report

Documentation for CW(Civil Work)

At these project which
Suntac Technologies Co.,Ltd subcon under Eco Friendly Tower (Young Investment Group) (Telenor Project) & under ZTE (KSGM-MPT Project).
My responsibilities are :
Collect site quality photo to submit customer.
Prepare checklist with photograph and collect concrete test certificate and rebar certificate of Laboratory test & Rebar Factory Mill certificate .

Summary:

- Has experienced in Site Hunting.
- Perform quality work and complete it on time.
- Has experienced in site acquisitions under local Authorities Project such as; MPT_KSGM project(Subcom of Huawei Technologies co.,ltd)
- Has experienced in CW Document under (EFT) Telenor project & (ZTE)KSGM-MPT project.
- Already got Training such as CW document & H&S Training.
- In Knowledge Auto CAD, Microsoft Excel

JOB PREFERENCE

Availability : One month notice

Current Salary : 3.5 Lakhs+Lunch+Phone bills +Allowance
expected Salary : 4.5Lakhs -5Lakhs++++++ (Negotiable)

Reason for leaving the current company: Looking for a new challenge

Objective:

To acquire knowledge and skills towards becoming a professional engineer and I also want to work and learn preparation of TI Document and about all technical concern with Telecommunication.

ACADEMIA

- **Grade-11 passed with distinction (Math) (Kyauk Myaung ,Shwebo)**
- **AGTI(2009)**
- **B-Tech(2012)**
- **Bachelor of Engineering (2013)**
Sagaing Technological University: **Electronic & Telecommunication Engineering**