

AYESHA ABBASI

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SKILLS

- Project/Program Management, Project planning, scheduling and execution
- Exceptional Interpersonal and Communication Skills
- Leadership capacity
- Organizational skills
- Problem Solving
- Critical thinking
- Analytical skills
- Decision making
- Adaptability
- Flexibility
- Working independently and in teams
- Research skills
- Writing skills

COMPUTER SKILLS

- Microsoft Project
- Jira, Trello
- Primavera
- Microsoft Office Suite (excel, word, powerpoint)

CONFERENCES

- Harvard National Model United Nations Conference (2020)
- Conference at Valparaiso University (2020)
- Climate Change Conference at Bahria University(2019)
- Fieldwork in association with WWF Pakistani and Bahria University for environmental conservation

EDUCATION

- MS Project Management (2021-2023)
Bahria University, Islamabad
- BS Environmental Sciences (2017-2021)
Bahria University, Islamabad

WORK EXPERIENCE

PROJECT MANAGER

2021-2024

*EARTH DEALS REAL ESTATE DEVELOPERS
SMC PRIVATE LIMITED*

- Managed Communications with stakeholders, developed plans and quality assurance strategies to ensure successful project implementation
- Managed project budget and schedule by formulating and following cost and time management plans
- Planned, organised, managed, improvised, executed and delivered the tasks required to achieve the goals and objectives
- Identified Risks, devised and implemented solutions

ASSOCIATE PROJECT MANAGER

2017-2021

GOVERNMENT CONSTRUCTION PROJECTS

CUSTOMER SUPPORT REPRESENTATIVE

2020-2021

SALES MANAGER

DISPATCHER NETWORK LLC USA

2021

VOLUNTEER WORK

- Community Service Project to teach children at Khalida Iqbal Free Education School (2019)
- Volunteered as a teacher at a USAID school project to teach street children (2019)

LANGUAGES

- English
- Urdu