

LINA AL WAQFI

EDUCATION & TRAINING

2017

Master in Urban Planning

American University of Sharjah

GPA 3.88

Granted the Graduate Assistantship Award Spring & Fall 2013

2010

Bachelors of Civil Engineering

Jordan University of Science & Technology

Completed 5 years program in 4

2006

A-Level Mathematics- A

2005

O-Level Mathematics, Physics and Chemistry- A+

2019

Emaar Properties Leaders Program- Top Talent Development

2018

Project Management Professional PMP®

2010

Primavera P6

WORK EXPERIENCE

Nov 2019 – Aug 2022

Abu Dhabi City Municipality, UAE

Project Management Specialist

- Handled the budgeting, forecasting and financial analysis for ongoing and future projects, worked on city wide initiatives related to the Urban Planning Department

Dec 2014 – Nov 2019

Emaar Properties

Assistant Manager – Planning, Planning and Tendering

- Handled the tendering process for more than 100 multi-million tenders - 98% SLA in 2019
- Implemented the new tendering system in Egypt
- Reviewed the programs and ensured consistent update
- Directed and monitored the overall performance of the tender process team to obtain maximum efficiency, quality, service and profitability for the organization

Feb 2011 – Dec 2013

Diploma Contracting

Senior Planning Engineer

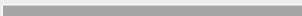
Fall 2013 – Spring 2013

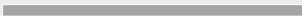
American Univeristy of Sharjah

Teaching Assistant

- Prepared written materials for the design class
- Grading students assignments
- Grading students examinations

LANGUAGES & SKILLS

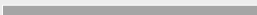
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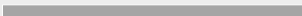
Microsoft Office 

AutoCAD 

Python 

ArcGIS 

English 

Arabic 

References

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