



ANN MARY JERIN

OPERATIONS MANAGER

Oud Metha Road, Dubai, United Arab Emirates

+971528900447

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SKILLS

- ENABLE DICISION MAKING
- COMMUNICATION
- FLEXIBILITY
- STRONG ORGANIZATIONAL SKILLS
- MANAGE TASK EFFECTIVELY
- FOLLOW THROUGH ON TASKS
- HOLD OTHERS ACCOUNTABLE
- FINANCIAL STATEMENT ANALYSIS
- MANAGERIAL FINANCE
- MS OFFICE
- BALANCE SHEET
- LEADERSHIP
- DECISION MAKING
- PROJECT MANAGEMENT

CORE COMPETENCIES

RISK PLANNING &ANALYSIS

TEAM PALYER

EFFECTIVE STAKEHOLDER COMMUNICATION

BUDGETCTING & COST ANALYSIS

SUPERVISING OTHERS

MANAGE PERFORMANCE

CONFLICT RESOLUTION

EMOTIONAL INTELLIGENCE

LINKS

LinkedIn:
<https://www.linkedin.com/in/ann-mary-jerin-0398b779/>

LANGUAGES

- ENGLISH
- MALAYALAM

DRIVING LICENSE

Driving license category
Light motor vehicle

PERSONAL DETAILS

Date of birth
14 oct 1993

Nationality
Indian

Visa status
Residents visa

Marital status
Married

ABOUT ME

A solution-driven individual with experience in solving complex problems, working with cross-functional teams, and executing strategies. Proficient in managing supplier relationships, administering contracts, and learning new technologies.Highly effective in coaching & mentoring Agile teams.I am focused on gaining experience, knowledge, and skills that will aid in maximizing my potential..

WORK EXPERIENCE

MILAN METALS SCRAP & USED BATTERIES TR LLC
Dubai
Jul 2019-Present

- Operational Manager**
 - Managing teams’ schedules and multiple competing priorities smoothly.
 - Planned. Procured & reconciled inventory, shipping & receiving.
 - Identifying and solving strategic issues that may impact the team’s ability to meet strategic, financial and technical goals.

PHD, OMNICOM MEDIA GROUP
Dubai
Dec 2018-Mar 2019

- Implementation specialist- Finance Intern**
 - Booking digital media plans into central finance system to generate booking orders for campaign activity to share with suppliers.
 - Managing end to end invoicing related tasks for the key accounts Unilever, Bentley, Mashreq, Al Ghandi Electronics, Pizza Hut, Huawei Tech, Enoc, McLaren etc.
 - Supervising a team and ensuring work is efficiently delegated between members.
 - Coordinating workflow between internal finance, planning, performance and measurement teams to ensure revisions and recompilations are completed within stipulated deadlines

SKARPSINNE INFOTECH.
Banglore,India
Jun 2015-Sep 2015

- Business Analyst & Programming Developer Intern**
 - Develop business architecture using requirements such as scope, processes, alternatives, and risks.
 - Analyze client’s business requirements and processes through document analysis, interviews, workshops, and workflow analysis.
 - Communicate client’s business requirements by constructing easy-to-understand data and process models.
 - Provide input into developing and modifying systems to meet client needs and develop business specifications to support these modifications...
 - Training the new joiners by giving functional and technical knowledge related to the project.
 - Coordinate with top management in understanding different process plans, business process, and functionality in depth.

EDUCATION

CANADIAN UNIVERSITY DUBAI
Dubai
2018

- MBA in Finance**
 - Merit: Magna Cum Laude
 - CGPA: 3.81 (out of 4)

L.B.S COLLEGE OF ENGINEERING
India
2015

- Bachelor of Technology**

COURSES

GOOGLE
Apr 2021-Apr 2021

GOOGLE
Jul 2021-Jul 2021

GOOGLE
Jun 2021-Jun 2021

UNIVERSITY OF CALIFORNIA
Apr 2021-Apr 2021

GOOGLE
Aug 2021-Sep 2021

UDEMY
Aug 2021-Sep 2021

- What is project management**
- project planning: putting it all together**
- Project initiation: starting a successful project**
- Financial accounting**
- Agile Project Management**
- VAT in the UAE Complete course: Principles and Application**