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# ANNE NKORO

## )FILE & RSONAL LLS

- I am a well-trained engineering professional, who can work in a diversified environment. With an excellent degree of personal initiative, I can work well with little or no supervision. I am enthusiastic and dedicated, with a high level of integrity, assertiveness, paying attention to detail and a pleasant personality. As an excellent team player with good interpersonal and organizational skills, I have the ability to develop and learn fast on the job.
- I have expertise in engineering and maintenance, business analysis and projects, engineering research and data analysis.

## CHNICAL LLS/ PERIENCE

- Technical engineering and management: Over 7.5 years of experience in Mechanical, Maintenance, Project and General Engineering Management.
- IT/Computing: I have working experience with such packages as MS Word, Excel, PowerPoint, outlook, publisher, project, internet explorer, primavera, Adobe Dreamweaver, CATIA V5 application, CD Adapco – Star CCM and Hypermesh application, CES Edu Pack software, Moodle
- Engineering research skills/ experience: **I have been involved in conference paper contribution for IEEE-ITSC 20** in China. I have been involved in research experience in my undergraduate and post-graduate studies at Coventry University, UK and University of Alberta, Canada.
- Problem Solving
- Time Management and Flexibility
- Communication and Teamwork
- Leadership and Decision Making

## )FESSIONAL SOCIATION ) TRAINING

- Higher Education Academy - Associate Fellow (AFHEA)
- Society of Petroleum Engineers (SPE) – Member
- Association for Project Management (APM)– Associate Member
- Graduate Leaders Program (GLP) – Coventry University
- Institution of Mechanical Engineers (IMechE) – Member
- STEM ambassador award - Coventry University
- Customer care training
- Professional sales training

## JCATION

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|---|---|---|
| Master's Degree in Mechanical Engineering | University of Alberta, Canada | September 2015 – November 2019 |
| MSc. in Engineering Project Management | Coventry University, UK | September 2010 – November 2011 |
| BEng (Honors) Mechanical Engineering | Coventry University, UK | September 2008 – July 2010 |

## RK HISTORY

**Research Engineer/Assistant** **University of Alberta, Canada** **July 2017 – August 2017**

- Research collaboration with David and Joan The Lynch School Of Engineering Safety And Risk Management
- Research with Canadian Rail Research Laboratory (CaRRL)
- Identify and keep abreast of novel technical concepts regarding risk and safety principles for the industry.
- Conduct literature reviews. Collect and analyze data.
- Prepare articles, reports, presentations
- Assist in preparation and development of papers for publications

**Research Engineer/Assistant** **University of Alberta, Canada** **September 2015 – October 2016**

- Coordinate and communicate work effort within organization. Attend project meetings
- Identify and keep abreast of novel technical concepts and markets.
- Assist in preparation and development of papers for publications
- Conduct literature reviews. Collect and analyze data.
- Supervise undergraduate students working on the research project (maintaining records on assignment completion, acti as liaison/mediator between the undergraduate students and the faculty researcher)
- Prepare other articles, reports, presentations. Engage in journal and conference paper reviews

**Assistant Lecturer/ Research Engineer** **Coventry University, UK** **October 2012 – October 2015**

- Train, manage and supervise simulation of real life project management activities which includes; assessment of projec business case, stakeholders' analysis and impact, budget estimation, risk analysis, network analysis, adapting proper monitoring and control techniques, and use of MS Project software.
- Assessment of understanding and application of Lean management (value stream analysis) principles. Also involved in mechanical laboratory sessions which include refrigeration cycles, vibrations and rotating mass experiments. Assisted Manufacturing Technology and Materials subject using the CES EduPack software.
- Support module delivery including teaching and assessment. Undertake research and development of training materials Assist in the supervision of student projects and provide guidance. Involve in student mentoring and development. Manage course website, including both educational and social websites. Engage in external organizational collaboratio for improved module delivery and enhanced student experience
- Active participation in a professional association (APM). Undertake professional development in support of data analy and applied research.

**Sales Analyst** **HSBC Bank, UK** **May 2012 – October 2012**

- General management operation which includes achieving set standards for productivity, accuracy, efficiency, timelines by procedures, and in line with business objectives. Business analysis, ensuring instructions and requests are correctly interpreted, fully owned and actioned. Data entry, checking to ensure relevant documentation.
- Resolving simple to complex complaints and claims, from all customers both internal and external, by effective investigation, as well as referring on as appropriate with recommendations.
- Ensuring governance process and Financial Services Authority (FSA) regulations are followed at all times. Administrative duties and management, processing using HSBC systems, also identifying opportunities to enhance existing working practices. Training of human personnel as well as providing support to colleagues as and when required.

**Sales Manager** **Heineken International (NBL) Nigeria** **October 2006 – September 2008**

- Collaborative and relationship sales initiative, merchandise and manage retail outlet. Sourcing/recruitment of new customers (distributor and retail); start-up & high-growth operations. Customer management and key customer accoun management. Sales team (territory) training/mentoring/leadership. Internal and external presentations/negotiations
- Provide business & economic analysis, modeling, advice, and management information to the business (strategy, finance, and commercial teams) with a focus on enhancing the quality of business decisions, identifying business improvement activities, and improving quality & predictability of business/financial performance.
- Experience in the annual business planning cycle, developing a business plan and current updates as required. Proactively provide actionable information that directs the attention and energy of the organization
- Responsible for coordination, development, & simplification of business plan & current updates and supporting processes. Support development, maintenance, & submission of long-term business models. Support the business strategy development and execution by providing various financial and/or strategic modeling, analysis, assessments

**Trainee Engineer** **Oyo State Council Secretariat, Nigeria** **September 2003 – August 2004**

- Trained with experienced qualified engineers supervising all engineering work undertaken in the Local Government, including;
  - Repairs and maintenance of government automobiles and heavy equipment
- Ensure timely and efficient communication with appropriate stakeholders for any changes to approved scope, quality, cost and schedule. Ensure the quality of project deliverables. Understand the Industries OSHA Management of Change Requirements including HAZOP and PSSR Activities. Proven experience within an engineering and maintenance environment

**Trainee Engineer - Projects** **ExxonMobil, Nigeria** **July 1999 – June 2000**

- Trained with experienced qualified engineers that supervised execution of such projects as;
  - The welding of damaged gratings at BOP offshore platform and The construction of floating jetty
  - The construction of drainage system and Identify and appreciate the application of PID drawings
- Ensure timely and efficient communication with appropriate stakeholders for any changes to approved scope, quality, cost and schedule. Ensure the quality of project deliverables.
- Have an understanding of the Industries OSHA Management of Change Requirements including HAZOP and PSSR Activities. Ability to develop skill in the use of the Site Management of Change System.
- Experience in managing a wide variety of projects from $500,000. Experience within an engineering and construction environment. Ability to develop and implement cost-effective projects using applicable work processes.
- Ability to develop project execution plans, assurance plans, scopes of work, packages for estimating, schedules, and construction work packages to meet timelines of assigned projects.

**Trainee Engineer** **Oyo State Council Secretariat, Nigeria** **September 2003 – August 2004**

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  - Repairs and maintenance of government automobiles and heavy equipment
- Ensure timely and efficient communication with appropriate stakeholders for any changes to approved scope, quality, cost and schedule. Ensure the quality of project deliverables. Understand the Industries OSHA Management of Change Requirements including HAZOP and PSSR Activities. Proven experience within an engineering and maintenance environment

## TRA RRICULA TIVITIES

- I am registered as a student member of UNICEF, TedEx, African societies to enable me to participate in the school community and engagement activities. I am also a volunteer at the University of Alberta residency for the Fort McMurray incident.
- I enrolled in the graduate Global Leaders Program (GLP) while as a student at Coventry University, UK during my pos graduate studies. I was also a STEM ambassador in Coventry University engaging and supporting both college and higher education students in activity led learning. I was also involved in the faculty learning and teaching conference workshop. I was also a member of the University social societies including Scrabble society.
- I was involved in various events during my National Youth Service Corps such as AIDS awareness program in secondary schools, platoon female handball, marching parade. I participated in such organization as the Jets Club, You Farmers' Club, and Conservation Club at my secondary school level. I was a member of the Brownie Guide during my primary school level.
- **Hobbies:** Swimming, cooking, singing, reading, art and craft such as bead making, crocheting and baking, playing scrabble

## EREES

Referees are available on request