

CURRICULUM VITAE

MALGORZATA OSTROWSKA



PERSONAL DETAILS

Nationality: Polish
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PROFILE

My career and allocated responsibilities in various branches of businesses has led me to a management position in the renewable energy sector. Quick learning skills, flexibility in adapting to new environments, and excellent communication and social skills has allowed me to find my own place in a lead role amongst a team of developers.

Previous jobs gave me experience in forward-planning, methodical administration to meet deadlines, leadership methods, staff motivation techniques and involvement in both decision-making and target-setting activities, clarity in communication, and easy personal inter-relations. I am highly self-motivated and focused on achieving goals.

PROFESSIONAL CAREER:

Scandia Wind Southwest LLC (USA) - Mariah Project

- 2009 – Present
- Position – Partner / Senior Project Manager
- Scope of work – land leasing, local planning, environmental analysis

Alpha Wind Polska LLC (Poland)

- 2008 – Present
- Position – Partner / Deputy Director
- Scope of work – overall company's management, project development

PS Wind Management LLC (Poland)

- 2006 - 2008
- Position - Project Manager Assistant
- Scope of work – land leasing, site layout, outsource engineering companies' management

ASTA Cable TV LLC (Poland) – 300 employees

- 2006
- Position – Board Assistance,
- Scope of work – controlling overall company's schedule and strategy, cooperation and signing agreements with outsource companies, daily planning of board schedule, reporting to the board

GRZEBYTA LLC Printing House (Poland) – 50 employees

- 2004 - 2006
- Position – Assistant to the Company's Owner ,
- Scope of work – controlling overall company's daily routine, laborers shift scheduling,

Education Center ATUT (Private Language School) (Poland)

- 2003 - 2005
- Position – teacher
- Scope of work – classes for adults students – 60 people, classes for teenagers 200 students

Police Academy – HR Department (Poland)

- 1998 - 2001
- Position – civil service
- Scope of work – desk top job

EDUCATION (by part-time study after work)

2007 – ongoing	MBA Program in University of Economics in Poznan and Robinson College Atlanta University
2002-2004	Pomeranian Pedagogical Academy Faculty of Education and Philosophy– graduated with Master degree
2002-2003	Volksuniversiteit Amsterdam –language College for foreign students
1998-2001	University of Poznan Faculty of Social Sciences – graduated with bachelor's degree