



# Mirit Tabak Grinblat

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## **EDUCATION**

**B.Sc. Industrial Engineering & Management, Ort Braude, Karmiel, Israel, 1999.**

## **Specialization**

### **Organizational Consultant:**

- Diagnosis of an existing situation, recommendations to streamline processes, definition of roles.
- Use advanced technology and write new work procedures and reports accordingly.
- Building control indicators for implementation and continuous operation.
- Support in all aspects of the implementation of a new information system.

### **Systems Analyst**

- Optimal understanding of the client's needs and work processes.
- Characterization of requirements of technological systems in all its aspects.
- Writing system files in a large enterprise.

### **OFFICE Teacher**

- Excel tutorials that incorporate recommendations to optimize processes.
- Recommendations for effective work using Excel or using dedicated software.

### **Project Management**

- Instruct project managers in the construction field to work with dedicated software and efficient processes.
- MS-PROJECT guide for beginners.

## **Work experience**

**2016 – today: Industrial Engineer of companies, expert in organization and working methods**

**2014 – 2016:** General Manager of the volleyball club Hapoel Kfar Saba.

**2005 – 2014:** Project Manager in the department of information systems and computing at "Meir" Hospital

**2002 - 2005:** Responsible for Organization and Methods in the Planning and Development Department reporting to the General Director, Visa C.A.L.

**2000 - 2002:** Analyst and engineer of organization and methods in the customer service department, company YES (satellite television)

**1998 – 2000:** Engineer in charge of the client relationship department in the planning and development department of Visa Alpha.

## **Languages:**

Hebrew – native

Spanish – very high

English – very high