

MARY ROSE AUSTRIA

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EDUCATION

One League | Global MBA Candidate Class of 2023

One League is a global education institution connecting the world's highest potential change-makers to world-class education and opportunities to realize global impact. One League's MBA Program features a curated selection of Harvard case studies, offered in collaboration with Harvard Business Publishing. The Innovation & Entrepreneurship program culminates in a Certificate of Achievement from Stanford Online.

University of the Philippines | Clark, Philippines Bachelor of Science in Business Management

Awarded "*Katibayan ng Kagalingan*" (Certificate of Excellence)

SKILLS & CERTIFICATIONS

- ISO 9001:2015 Awareness and Internal Audit Training Course (Intertek)
- ISO 9001:2015 Executive Awareness Course (Intertek)
- The Complete Investment Banking Course 2020 (365 Careers)
- FOREX and Gold Trading Full Course (Midas Business Academy)

LEADERSHIP & COMMUNITY

- Treasurer, Rotaract Club – Pampanga (2007 – 2008)
- VP Finance, UP Lakan – Pampanga (2007 – 2008)

PERSONAL

- Lives in Philippines. Fluent in English and Filipino and currently learning Italian.
- Likes playing tennis, driving, and trying adventurous activities like car racing (*with Level 1 Certification*).

SUMMARY

Freelance consultant with solid experience in project management, stakeholder engagement, negotiation, grants management, startup scouting, technology business incubation, business consultation, and crafting ISO 9001:2015 quality management system. Proven ability to lead others, troubleshoot problems and provide technical backstopping, recognize opportunities for continuous improvement, and strategically transform goals into results. Experience mapping out business processes, crafting organizational structure and operations systems, conducting PESTLE & SWOT Analyses, and formulating a Strategic Plan.

EXPERIENCE

Management Consulting | Virtual / Manila, Philippines

Freelance Management Consultant | 2016 - 2021

- Served as an **Executive Advisor** for Amaar Real Estate Co., one of the major developers in the Eastern Region of Saudi Arabia with a 2011-2019 **portfolio value of about \$1.71 billion (6.4 billion SAR at USDSAR 3.75)**.
 - **Formulated 2020 - 2021 Strategic Plan, Quality Management System Manual**, and ISO 9001 documentation requirements.
 - Helped **secure ISO Certification** by assisting in responding to ISO audit findings.
 - Provided paralegal services and insights on doing business in KSA, setting up Amaar Capital, legal contract templates, opportunity/investment brief, press releases, and corporate presentations.
- Served as the Philippine Space Agency's Interim Team Member:
 - Developed documentary requirements including: (a.) **Organizational Structure** and Staffing Pattern, (b.) **Budget Proposals**, and (c.) Interim Report.
 - Coordinated and attended meetings with key stakeholders.
- Formulated a "**Startup Scouting Process/ Procedures**" along with the corresponding implementation plan and standard templates for a company based in the U.S.A.
- Served as a **consultant and assistant corporate secretary** for RVDIAZ Consultancy & Management Corporation drafting various project proposals, business plans, opportunity briefs, term sheets, mandates, incorporation papers, and other legal templates.

Startup and Business Development | Manila, Philippines

COO & Partner, Entrepzone International Inc. | 2016-2016

- Developed **Business Model Canvas** for the company.
- Served as a COO & Partner growing the company's clientele in its offline business (i.e., advisory and business services) by promoting the company in exhibits and networking events. Secured four (4) qualified leads in one exhibit attended.

COO & Co-Founder | 2011-2011

- Co-founded and served as a COO of a web development and database management startup facilitating business registration with various government agencies, securing **\$2,000 (Php100,000 at USDPHP 50) angel investment**, developing **operation system and tools**, securing 2 big leads, and managing day-to-day operation.

Project Management and Technopreneurship | Manila, Philippines

Contract of Service Engagements, University of the Philippines | 2010-2016

- Served as an **Executive Advisor** and **Technical Working Group Member** of various R&D projects in the fields of information and communications technology (ICT), space technology, and technopreneurship drafting project proposals **and reportorial requirements**.
- Managed projects from conceptualization, fund sourcing, to implementation in my capacity as RESEARCH ASSOCIATE II for PHL MICROSATELLITE PROGRAM and SR. PROJECT DEVELOPMENT OFFICER for THIN CLIENT CLOUD COMPUTING SYSTEM (CLOUDTOP).
- Managed a **Technology Business Incubation Center's** activities including proposal generation, funds sourcing, facility set-up, and program implementation with **Year 1 and 2 approved budgets of \$240,000 and \$100,000 (Php12 million and Php5 million at USDPHP 50)** respectively as a PROJECT DEVELOPMENT OFFICER / CONSULTANT for DOST-UP ENTERPRISE CENTER FOR TECHNOPRENEURSHIP.

Contract of Service Engagement, Commission on Higher Education | 2013-2015

- Supported research proposal development, solicitation, review, and awarding, providing valuable inputs on **management, strategic planning, policy formulation, operations design, and addressing bottlenecks** of the PHILIPPINE-CALIFORNIA ADVANCED RESEARCH INSTITUTES program with **Year 1 approved budget of \$34 million (Php1.7 billion at USDPHP 50)** as well as managing collaboration with UCB in my capacity as SR. EDUCATION PROGRAM SPECIALIST.

Corporate Job Engagements | Philippines

Legal Staff, New Rural Bank of San Leonardo | 2009 -2010

- Assigned as the **De Facto Legal Department Officer-in-Charge** of a rural bank with nine branches, after just one month of tenure.
- **Improved the department's operation** by implementing Job Assignment and Steppingstone Methods and enhancing documentation and reporting systems.
- Saved the bank from further incurring hundreds of thousands of accumulated penalties through careful analysis of cross-referenced reports and company documentation.
- **Prevented a lawsuit** by convincing the client to settle amicably.

Marketing Associate, Bank of the Philippine Island - Bancassurance | 2008 -2008

- **Achieved my monthly sales quota of more than \$20,000 (Php 1 million at USDPHP 50)** in my first month of tenure.