

# NATALINO DE JESUS SOARES

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## PROFILE

Ireland Fellows Scholar pursuing an MSc in Project Management at University College Dublin with professional experience in project and contract management, sustainability leadership, and development cooperation. Co-founder and Project Coordinator of the Global Union of Changemakers, a youth-led international network established after the World Bank Group Youth Summit 2025. Skilled in managing government, NGO, and private sector projects with a focus on sustainability, solid waste management, and Public-Private Partnerships (PPP). Dedicated to advancing inclusive development and fostering international cooperation.

## EDUCATION

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|---|-----------------------------|
| <b>MSc Project Management (PMI-GAC Accredited)</b><br>University College Dublin (UCD), Blackrock, Ireland       | September 2025 - Present    |
| <b>BA Political Science (Minor Economics)</b><br>West Virginia University, Morgantown, WV, USA                  | August 2016 - December 2019 |
| <b>Business &amp; Climate Change: Towards Net Zero</b><br>University of Cambridge - CISL, Online, Cambridge, UK | February 2024 - June 2024   |

## CAREER EXPERIENCE

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|--|---------------------------|
| <b>Deputy Head, Project Management Unit &amp; Contract Manager, Dili Municipality Authority - Solid Waste Management Project, Dili, Dili, Timor-Leste</b><br>Dili Municipality Authority – Local government body managing urban planning, infrastructure, public services, and development in Timor-Leste’s capital. <ul style="list-style-type: none"><li>Oversaw contractors, procurement, and project delivery, ensuring compliance with budgets, KPIs, and technical standards.</li><li>Served as main liaison for stakeholders, mitigated risks, resolved contract variations, and approved project deliverables.</li></ul> | August 2022 - August 2025 |
| <b>Logistics Assistant (Supply Chain), United Nations World Food Programme, Dili, Dili, Timor-Leste</b><br>UN World Food Programme Timor-Leste – Supports government and partners to improve food security, nutrition, and resilience for vulnerable communities. <ul style="list-style-type: none"><li>Coordinated logistics operations, vendor management, and supply chain activities to ensure timely food assistance delivery in compliance with WFP standards.</li><li>Supported budgeting, inventory control, and pipeline analysis, maintaining accurate records and reporting for efficient operations.</li></ul>       | April 2021 - March 2022   |
| <b>Contract Manager, Caltech Offshore Services, Lecidere, Dili, Timor-Leste</b><br>Caltech Offshore Services – Timorese marine and offshore services company supporting the oil & gas sector. <ul style="list-style-type: none"><li>Managed workforce scheduling, payroll, and client invoicing for Bayu-Undan offshore project.</li><li>Acted as primary liaison with clients (ConocoPhillips, Worley Parsons, Oceaneering).</li><li>Ensured compliance with contract obligations and service standards.</li></ul>  | March 2020 - March 2021   |

## KEY SKILLS

- IT Skills:** speed typing, Risk & Contract Management Systems, reporting, MS Office (Excel, Word, Powerpoint, outlook, PM), document preparation, Data visualization, Bookkeeping, attention to detail, Agile (Scrum, Kanban)
- Languages:** Tetun (Native), English (Fluent), Portuguese (Fluent), Bahasa Indonesia (Fluent), French (Basic), Indonesian (Fluent)

## OTHER INFORMATION

- Certificates:** Agile Project Management - HP Life (2025), Business & Climate Change: Towards Net Zero Emissions University of Cambridge, CISL (2024), Solid Waste Management & Management of PPP Contracts – COWI (2022-2025), Supply Chain Logistics - Rutgers University (Coursera, 2021), Basic Humanitarian Logistics – United Nations WFP (2021), Introduction to Fleet Management - DisasterReady.org (2021)
- Awards:** ASEAN Sustainable Leadership in Infrastructure Programme (ASLIP, UK Gov & Cambridge CISL), World Bank Group Youth Summit 2025 Delegate
- Volunteering:** Volunteer, Salvation Army (West Virginia – community aid & support) 2017-2019
- Interests:** Sustainable project management & Public-Private Partnerships (PPP)