

# Sharon Shir Zablodovsky

Tel Aviv, Israel | 052-469-5001 | sharonashir14@gmail.com

## Summary

A dynamic, collaborative, and organized project manager and administrative professional with more than 10 years of diverse experience spanning logistics, partnerships, marketing support, sales, and event production. I earned an MA in Public Policy from Tel Aviv University, and a BA in Communications from the Open University of Israel.

## Experience

2019 - PRESENT

### **Center for Near East Policy Research** - *Project Manager*

Manage a portfolio of research and policy reform projects through event planning and execution and cultivating and maintaining partnerships with government officials and thought leaders.

2018 - 2019

### **Budo for Peace + Maagal Giborim: Kids Kicking Cancer Israel** - *Project Manager and Personal Assistant to Chairman*

Coordinated and supported teams of performers. Duties ranged from negotiating contracts and managing schedules to payroll and budgeting. The role required communicating with many stakeholders nationwide, as well as frequent prioritizing and problem solving.

2016-2018

### **World Zionist Organization** - *Project Manager and Global Customer Relations*

Cultivated relationships and partnerships with Jewish communities in North America. Responsibilities ranged from writing marketing briefs and negotiating contracts to managing the full cycle of each project, including complex international travel logistics and timelines.

2015-2016

### **Bristol-Myers Squibb** - *Project Manager*

Led the company's contracts and partnerships with hospitals and private clinics, planned and executed events, coordinated with suppliers, effectively communicated project goals, and tracked project benchmarks.

2012-2014

### **Habima National Theater** - *Business Customers Marketing Associate*

Led marketing and sales efforts targeting community centers across Israel.

2006-2012

### **Israeli Film Fund** - *Office Manager and Personal Assistant to the CEO*

Coordinated with production companies, festivals, vendors, and government offices. Managed complex logistics and schedules, and planned events and board meetings.

## Skills

- *Languages:* Hebrew (native), English (fluent)
- *Tech skills:* Microsoft Office, Outlook, Excel, SAP, SharePoint, Trello, Mondays
- *Soft skills:* Relationship building, including with high-profile and international stakeholder; negotiation skills; effective communication and problem solving.

## Education

**Open University of Israel** - *BA, Communication*

**Tel Aviv University** - *MA, Public Policy*

**Bar Ilan University** - *Public Diplomacy Workshop*

**Haifa University** - *MA candidate, Ruderman Program for American Jewish Studies*

## Military Service and Volunteer Experience

- Full military service, Ministry of Defense
- [Michal Sela Forum](#) - Mentor for entrepreneurs
- [Movilot](#): Advisor, Leadership Program for Academic Ultra-orthodox Women