**Julie Hellmann**

**[50 words]**

As Project Officer and Executive Assistant at Dubai Carbon, Julie Hellmann is instrumental in ensuring effective project management while helping busy decision-makers optimise their time management. She manages multiple projects throughout their lifecycle by maintaining project calendars and tracking key milestones.

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As Project Officer and Executive Assistant at Dubai Carbon, Julie Hellmann is instrumental in ensuring effective project management and tracking while helping busy decision-makers optimise their time management.

Her role sees her assisting the executive team with planning, support and task execution. She also keeps a simultaneous eye on multiple projects throughout their lifecycle while maintaining project calendars and tracking milestones.

Her ability to innovate and think outside the box has seen her develop an insightful analytical tool that helps strategy owners track resource requests and potential trade-offs. The tool empowers decision-makers towards better strategy choices and execution decisions.

Julie started her career in a private bank’s legal department before moving up the ranks of the legal world to become a Legal Marketing Manager. She later combined her knowledge of law and her project management skills to serve as a Governance Officer in a state bank.

Julie has studied Business Law in Accounting and Taxation from the University of Applied Science in Wiesbaden, Germany.

When not using her project management and marketing research skills to further the cause of sustainability, Julie is out doing laps of a swimming pool or planning her next travel opportunity.