

PERSONAL INFORMATION

Tamerlan Qarayev

 Tofiq Mammadov 21/7, apt. 12, AZ1021 Baku (Azerbaijan)

 (+994)51 3310001

 tamerlanqarayev@gmail.com

Sex Male | Date of birth 15/04/1992 | Nationality Azerbaijani

WORK EXPERIENCE

1 Sep 11–30 Apr 12

Assistant accountant

TRADE AZ LLC, Baku (Azerbaijan)

- I was responsible for organizing and keeping track of all financial debits and credits, preparation of financial statements and tax reports, quarterly VAT return preparation, daily bank receipts posting, bank reconciliation, accruals and prepayments and so. forth

Business or sector

Related document(s):

EDUCATION AND TRAINING

15 Sep 10–27 Jun 14

Bachelor in "Accounting and audit"

Azerbaijan State University of Economics, Baku (Azerbaijan)

General subjects:

- Mathematics
- Econometric
- English
- Marketing
- Economics

Occupational subjects:

- Accounting
- Audit bases
- Finance
- Financial accounting

1 Jan 13–1 Feb 13

Association of Chartered Certified Accountants Financial accounting (F3) certificate

ACCA GRBS Azerbaijan, Baku (Azerbaijan)

International financial accounting and International Financial Reporting Standards (IFRS).

PERSONAL SKILLS

Mother tongue(s)

Azerbaijani

Other language(s)

UNDERSTANDING	SPEAKING	WRITING
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	Listening	Reading	Spoken interaction	Spoken production	
Russian	C2	C2	C2	C2	C2
Five years studying experience at school in Russia Federation					
English	C2	C2	C2	C2	C2
IELTS international language certificate					

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2: Proficient user
[Common European Framework of Reference for Languages](#)

Communication skills Amicable, sociable, team player, willing to make friends and so forth. These skills I've derived both from my studies as well as work experience.

Job-related skills Insatiable eagerness to learn, very responsible, able to work under pressure and meet all deadlines.

Computer skills Good command of office suite (word, excel, power point)
 Excellent skills in surfing the internet.

ADDITIONAL INFORMATION

Honours and awards Study abroad cup held by IDP education center in honor of Heydar Aliyev.
 International Language Testing System (IELTS) certificate.
 Certificates of achievement awarded while studying 4 years at Moscow primary school.