


SAYYARA BAKHISH

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PERSONAL INFORMATION

Citizen	Azerbaijani
Birth place	Imishli, Azerbaijan
Birth date	06-07-1991
Marital status	Single

EDUCATION

2014 – 2016 Kleve, Germany	Rhein-Waal University of Applied Science, Mc. S. Economics and Finance (Master Degree)
2007 – 2011 Baku, Azerbaijan	Qafqaz University, Finance (Bachelor Degree)
1996 – 2007 Imishli, Azerbaijan	Imishli city, School number 5 (Highschool)

FOREIGN LANGUAGE

Azerbaijani	English	Turkish	Russian	German
Native	Fluent	Fluent	Fluent	Beginner (A1)

SKILLS

Office Programs	Microsoft Excel Microsoft Word Microsoft PowerPoint Microsoft Access Microsoft Outlook
The Internet	Rapid and Effective Search
Business	Business Plan Investment Projects
Accounting	International and Azerbaijan Accounting Systems Accounting Programs (Mikro, LKS (logo), AzMuhasib, 1C 7, 1C 8.2) Bank payments Checking and analyzing payables/reveivables Cash operations Analyzing, receiving and writing invoices
Finance	Financial Planning Financial Analysis (Financial Tables Analysis, Simple Analysis, Ratio Analysis) Break-Even Point Analysis Asset and Liability Management Cash Management Inventory Management Capital Budgeting Financing Systematic and Unsystematic Risks
Marketing	Analyzing markets (BCG Matrix, SWOT, Identifying Buying Behaviour and Competitors' Strategies etc.) Creative Ideas (Strategies, Slogans, Positioning, Target Market and Market Segmentation etc.) Research (Survey, the Internet, Library etc.)

WORK EXPERIENCE (TOTAL 28 MONTH)

“Ministry of Education” - Main Specialist in Regional Affairs (19.04.2016 – till now)

“Aztexnika” LLC – Specialist Accountant of John Deere (07.10.2013 – 03.03.2014)

“Mill MM” LLC – Accountant of Receivables and Payables (03.12.2012 – 04.10.2013)

“AAC” LLC - Accountant of Receivables and Payables (01.05.2012 – 01.12.2012)

“AAC” LLC – Accountant Cashier (14.11.2011-01.05.2012)
