

Javidan Gasimov

20.09.1994 Baku, Azerbaijan



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SCHOOL

Secondary School №1

Baku, Azerbaijan

SEP 2000 – JUN 2005

Secondary School №63

named after Sadraddin Hasanov
Baku, Azerbaijan

SEP 2006 – JUN 2007

Quba Turkish Private High School

Quba, Azerbaijan

SEP 2007 – JUN 2008

Secondary School №63

named after Sadraddin Hasanov
Baku, Azerbaijan

SEP 2008 – JUN 2011

Hillcrest High School (Springfield, MO) 2011

HHS - Hillcrest High School as an exchange student
Have a Certificate of Attendance from HHS.

SEP 2010 – JUN

EDUCATION

Czech Language Course

With international Certificate
Prague, Czech Republic

OCT 2011 – JUN 2012

Bachelors of Science in Economics and Finance at Charles University in Prague

(Studies on hold, expected graduation on September 2017)
Prague, Czech Republic

OCT 2012 – DEC 2014

Bachelors of Science in Business Law at University of Karlovy Vary

Karlovy Vary, Czech Republic

SEP 2012 – SEP 2015

EMPLOYMENT HISTORY

UNDP Azerbaijan (OHCHR)

JUL – AUG 2014

was performing the duty of administrative assistant at the OHCHR office.

PASHA Insurance

MARCH 2016 – Ongoing

performing the duty of administrative assistant at Marketing department.

EXTRACURRICULAR ACTIVITIES

- Was an Exchange Student for a year (2010-2011) in the United States of America, by the program called "FLEX" sponsored by the US Government for the Former Soviet Union countries.
- Got "Appreciation letter from President Barrack Obama" and "President's Volunteer Service Award"
- Was a winner and the member of "International Education Week" which was held in the Washington DC. The purpose of IEW was to show the students how US Senate and House of Representative work and give them a chance to meet their state Representatives. (In my case representative from Missouri State Billy Long.)
- Got a "Certificate of Recognition" from the Missouri House of Representatives.
- Got an "Academic Achievement Certificate" and "Best Seller of the Semester" in the Marketing Class at HHS.
- Was a member of the HHS swim team (2010-2011) (got 1st place in the invitational district championship in Kansas City).
- Played tennis for the HHS tennis team (2011 Winter-Spring) (got the 1st place in the double match in the state competition and was honored to get a "Certificate of Appreciation" by the HHS.
- Got "Appreciation from the HHS" by having a GPA over 3.9 in the 1st semester and over 3.8 in 2nd semester.

IT SKILLS

Microsoft Word
Microsoft Excel
Microsoft Outlook
Microsoft PowerPoint
Microsoft Paint

Adobe Photoshop
Adobe Dreamweaver
Adobe Acrobat
Prezi Software

LANGUAGES

	Azerbaijani	English	Russian	Turkish	Czech
Spoken	Native	Fluent	Fluent	Advanced	Advanced
Written	Native	Fluent	Fluent	Advanced	Advanced