**Aqil Azizov**

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**current address**: Ganja avenue, 34/49 Baku, Azerbaijan

**PERSONAL STATEMENT**

To find a challenging position in accounting and finance to meet my academic experience, competencies, capabilities, skills and provide professional development

#### **Technical Skills**

* Outlook
* Word
* Excel
* PowerPoint

**Certificates**

* **Qualified for Exemptions for the professional examinations held by ACCA Association**
* F1 Accounting in Business
* F2 Management Accounting
* F3 Financial Accounting
* F4 Corporate and Business Law
* F7 Financial Reporting.

**EDUCATION**

* **Queen’s University Belfast**   
  **Sep 2012 - Jan 2014**

**MSc Accounting & Finance**

* Internatioanal financial accounting and reporting
* Accounting & security valuation
* Corporate finance
* Performance management&governance
* Money&banking
* Research methods and techniques
* Data analysis and interpretation
* **Azerbaijan State Oil Academy**

**Dec 2009 – Jun 2012**

**Master Diploma in “Administrative Management” subject in “Customs Expert”**

* **Baku State University**
* **Sep 2004 – Jun 2008**

**Bachelor Degree in “Administrative Management” subject in “Formulation of Customs affairs”**

##### EMPLOYMENT

* **Ministry of Economic and Industry (MED). Baku Azerbaijan**

**August 2010 – August 2012**

**Adviser at the Department of Public Relations**

***Duties:***

* Managing official website of the Ministry of Economic Development.
* Executing cooperation with mass media agencies,
* Making daily monitoring in websites,
* Maintaining website with information and translate from Azerbaijani into English.

These duties enhanced the skills in administrative, team working, time managing by working jointly with all departments to collect the information and to meet the deadline and manage the tasks of department.

* **The Landmark Hotel Baku**

**March 2009-October 2009**

**Receptionist**

***Duties:***

* Customer relations
* Welcoming the guests
* Receiving payment and booking rooms
* Working in night shift making night audits

Working under these duties provided me abilities in front office software program Fidelio, Opera, skills in communication, negotiation, problem solving and skills in hospitality by working with various customers from different nationalities.

* **United Nation Baku Office**

**Sep 2008- Dec 2008**

**Internship at Department of Public Information**

***Duties:***

* Providing assistance to organize some events related to MDG goals in the regions.
* Making trips to countryside if required.
* Providing high level strategic, policy and operational advice to the supervisor of UNDPI Baku office

The opportunities to hold the above duties enable me build organizational and responsibility skills for the coordination of the respective work.

**LANGUAGE SKILLS**

English, Russian, Turkish – fluent, Azerbaijani – native

**INTERESTS**

Playing Music, Sport, Traveling