

**CURRICULUM VITAE (cv)**

**1. PERSONAL INFORMATION:**

Name, surname, father`s name: ***Sarkhan Haqverdiyev Ahliyar***

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| --- | --- | --- | --- |
| Birth place | Birth date | Nationality | Millitary ID |
| **Azerbaijan republic, Sumqayit city** | **04 / 08 / 1990** | **azerbaijanian** | **AO № 1270110** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Adress: | **Baku city, Binaqady district, Bilagary set. Y.Huseynov st. 31, flat 6** | | | |
| Other contacts: | Home number | Job contact | Mobile number | E-mail |
| **012-406-80-69 051-741-01-19 hsarxan@gmail.com** | | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Marital status | * **Single** | | * Married | | * Widowed | * Divorced |
| Driving license | * **Have** | * Have not | | **Category and date: BC,** 26 /09/ 2008 | | |

**2. EDUCATION:**

**High education: BAchelor degree**

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| --- | --- | --- | --- |
| High education institution | Faculty | Speciality | Start / Finish year |
| **AZERBAIJAN STATE ECONOMIC UNIVERSITY (ASEU)** | **Examination of the quality and marketing of consumer goods** | **Ekspert, marketing** | **2007 / 2011** |

**high education: Master degree**

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| --- | --- | --- | --- |
| Institution | Faculty | Speciality | Start / Finish year |
| **AZERBAIJAN UNIVERSITY(AU)& Georgian University of USA** | **ECONOMY (MBA English program)**  **EVENING EDUCATION** | **ACCOUNTING AND audit** | **2012 / CONTINues** |

**3. SKILLS:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Computer skills** | |  | **LANGUAGE SKILLS** | | | |
| **Programs** | **level** | **Languages** | **level** | | |
| **MS Word** | **Excellent** | Reading | Writing | Speaking |
| **MS Excel** | **Good** | **Azerbaijan** | **Excellent** | **Excellent** | **Excellent** |
| **MS Powerpoint** | **Excellent** |
| **1 C (shopping)** | **Good** | **Russian** | **Excellent** | **Excellent** | **Excellent** |
| **CERTİFİCATIONS** | |
| **NAME** | **DATE** | **English** | **Excellent** | **Good** | **Good** |
| **IELTS** | **14.04.2011** |

**4. WORK EXPERIENCE**

|  |  |  |  |
| --- | --- | --- | --- |
| **COMPANY NAME** | **POSITION** | **TIME PERIOD** | **REMARKS** |
| **PART 172 military** | **TREASURE OF MILLITARY STORES** | **12/2011-07/2012** | **Receiving goods from corpus and points of wholesale, distribution between branchs and driving all documentational process** |
| **Austin hotel** | **reception** | **02/2013-05/2013** | ** Check in, check out**  ** Making reservations**  ** Night audit** |
| **Parabank** | **treasurer** | **06/2013-08/2013** | ** internship at the main office** |
| **Montech** | **project manager** | **08/2013-01/2014** | ** Doing business meetings**  ** Making sales to the companies or universities**  ** Control all project of supplying and working with “Ncomputing”** |
| **IRIX** | **Office manager** | **07/2014-10/2014** | ** Operating company affairs**  ** Doing accounting recordings and reports on 1C accounting program**  ** Preparing and sending reports for tax authority**  ** Analyzing received CVs for active vacancies**  ** Organizing and weekly meetings** |

**5. MBA PERFORMANS:**

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| --- | --- |
| **COURSE NAME** | **POINTS – from 100** |
| **Corporate Finance** | **93** |
| **Tax authority and policy** | **96** |
| **Managerial Accounting** | **84** |
| **Financial Accounting** | **74** |

**Note**: Took course on legal tax legislation and attended at a job examination to Ministry of Tax with 66 points.