

# Gunel Huseynova

## FINANCE AND ACCOUNTING/WEB DEVELOPER

Seeking for new career opportunities in finance sector and IT sector



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Baku, Azerbaijan

## WORK EXPERIENCE

### GROUP LEADER

#### "ASAN" xidmət Azerbaijan Service and Assessment Network

02/2019 - 04/2019

Duties

Volunteering at the State Agency for Citizen Services and Social Innovations under the President of the Republic of Azerbaijan's "ASAN service" centers. Welcoming residents and aiding with the use of electronic boards. Correct explanation of residents who apply to the "ASAN Service" centers' service centers. Assisting with the completion of surveys based on applications. Assistance to persons with disabilities in receiving more convenient services at the "ASAN Service" Center and care for them while they are there. Providing exceptional attention to the children of parents who visit the facility. Informing people and assisting them in various ways.

### PRACTITIONER

#### Workplace/Company

05/2019 - 08/2019

Duties

Welcome, meet, and direct clients who are applying to the office. Provide customers with information about the bank's goods and services. Participate in customer surveys. Assist customers with ATM and terminal payments. Demonstrate how to write an application to customers.

### RECEPTION

#### "Uzman Dent" Clinic

06/2022 - Present

Duties

Paying salaries, making appointments for patients, welcoming patients' relatives, making company orders, assistance in management

## EDUCATION

### AZERBAIJAN STATE UNIVERSITY OF ECONOMY

#### "SABAH" Groups - Accounting and audit

09/2018 - 06/2022

GPA-93

Courses

- Entrance score : 510/700

## SKILLS

Leadership

Strong communication

Teammplayer

Punctual

Hardworking

Responsible

## CERTIFICATES

### Formal Financial Accounting

- University of Illinois at Urbana - Champaign | Coursera

### Fundamentals of Management

- University of California, Irvine - The Paul Merage School of Business| Coursera

### Pricing Strategy

- IE Business School| Coursera

### Country Level Economics : Policies, Institutions, and Macroeconomic Performance

- University of Illinois at Urbana - Champaign| Coursera

### IELTS

- OVERALL BAND SCORE - 6

## ACHIEVEMENTS

### INTERNATIONAL FORM OF MULTICULTURALISM

Participant and volunteer

### "TGT" VOLUNTEER

Chairman of the projects department

### "TEC" VOLUNTEER

Executive director

## LANGUAGES

Azerbaijani

Native or Bilingual Proficiency

ENGLISH

Full Professional Proficiency

Turkish

Full Professional Proficiency

Russian

Elementary Proficiency

## PROGRAMS

HTML

SCSS

SASS

JavaScript

Word

Excel

Powerpoint