

# ILKIN ZAMANLI

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Sex: Male | Date of birth: 20.06.1997 | Nationality: Azerbaijani

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## EDUCATION

**ADA University** **Baku, Azerbaijan**  
**Bachelor in Business Administration** **September 2014 -May 2019**

- Selected coursework: Business Statistics, Principles of Marketing; Financial Accounting; Managerial Economics; Leadership, Ethics, and Communication

**Shirvan High School №10** **Baku, Azerbaijan**  
**SSAC (TQDK) score: 647** **July 2014**

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## EXPERIENCE

**Association of Football Federations of Azerbaijan (AFFA)** **Baku, Azerbaijan**  
**Marketing Intern (Marketing and Sponsorship Department)** **February 2018 – May 2018**

- ✓ Managing the day to day marketing activities of the AFFA within the department.
- ✓ Assisting to develop the marketing strategy for the company in line with company objectives.
- ✓ Assisting to co-ordinate marketing campaigns with sales activities.
- ✓ Participating in the process of implementing promotional campaigns.
- ✓ Preparing online and print marketing campaigns.
- ✓ Maintaining effective internal communications to ensure that all relevant company functions are kept informed of marketing objectives.
- ✓ Analyzing potential strategic partner relationships for company marketing.
- ✓ Ensuring the department is fully integrated with other key areas of the business and delivers a coherent, consistent experience, to the highest possible standards, for fans and visitors, across all touch points.
- ✓ Developing the Fan Relationship Management (FRM) program to lead development of database customer profiles.
- ✓ Developing and maintaining close working relationships with internal teams. Anticipating their needs, suggest ideas, identify potential problems and provide suitable alternatives where appropriate
- ✓ Executing online and offline marketing initiatives, integrating online and new media, email, print, direct mail, social media, company websites, strategy development and brand awareness.

**“Azerbaijan Service and Assessment Network” (ASAN) service №2** **Baku, Azerbaijan**  
**Intern (client services)** **August 2017 – September 2017**

- ✓ Working with team of 30 to implement effective strategies using all company programs, tools and initiatives
- ✓ Maintaining up-to-date documentation via our electronic recordkeeping system
- ✓ Dealing with directly with prospective and existing customers either by telephone, electronically or face to face
- ✓ Coordinating client check-in, respond promptly to customer inquiries and helped resolve complicated customer complaints
- ✓ Communicating any problems or issues to management for resolution
- ✓ Attending all training seminars, events, staff meetings and supervision on a weekly basis, in a prompt manner and with an openness to learning and receiving feedback
- ✓ Developing and presented project proposal both individually and by working with project teams
- ✓ Interacting with staff and clients in a professional and ethical manner
- ✓ Participating in special projects and performs other duties as required

**CETA Language Academy  
Intern (Translator's Assistant)**

**Baku, Azerbaijan  
June 2015 - August 2015**

- ✓ Monitored English newspapers and selected relevant material to be translated and summarized
  - ✓ Made Azerbaijani summary translations of English press articles
  - ✓ Made full Azerbaijani translations of a variety of English texts, including opinion articles, reports and interviews
  - ✓ Researched particular phrases, terminologies, or concepts to find the appropriate meaning in the target language
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**ACTIVITIES & AWARDS**

- ✓ **II Republican Translation Competition**, Participant: successfully participated in first and second tours of competition organized by Azerbaijan Association of Young Translators (Baku, Azerbaijan, 11-12 April 2015)
  - ✓ **The "Presidents Meetings" conference**, Participant/certificate holder: successfully participated in the event organized by Young Business Factory (Baku, Azerbaijan, 2014)
  - ✓ **"Oratorical" training**, Participant/certificate holder (A000163): successfully participated the training organized by Baku Language and Business School (Baku, Azerbaijan, 2012)
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**ADDITIONAL INFORMATION**

**Languages:** Azerbaijani (native); English (fluent); Turkish (fluent)

**Technical skills:** Proficiency in Microsoft Office Programs, STATA, RStudio and Prezi

**Communication skills:** Ability to interact and effectively communicate with people from diverse backgrounds

**Other Internships:** Freelance translator intern (Summer 2016). Translating articles for social channels, companies such as "PSG Law" and etc.

**References are available upon request.**