



# Alina Sharafutdinova

Graduate student

Self-motivated, flexible and hardworking graduate student looking for an entry-level position in web design.

email@gmail.com 

xxx-xxx-xxxx 

Vienna, Virginia, USA 

## EDUCATION

### M.S. of Information Systems Technology Wilmington University

09/2019 – Present

New Castle, DE

### B.S. of Mathematics Kazan Federal University

09/2011 – 06/2015

Kazan, Russia

## WORK EXPERIENCE

### Fine Dining Waitress Alta Strada

08/2019 – 03/2020

Fairfax, VA

*Achievements/Tasks*

- Assist guests regarding food and beverage menu items in an informative and helpful way. Assist with special events or outdoor events as scheduled and trained. Up-sold wines, liquors, and meals with professional appearance and mannerism. Take food and beverage orders from guests.

Contact: Bethany Wagener – bwagener@altastrada-mosaic.com

### Waitress The BUTTERY/ LUPO ITALIAN KITCHEN

11/2015 – 09/2019

Rehoboth Beach, DE

*Achievements/Tasks*

- Took orders, presented and explained specials, offered information, and made suggestions about the menu. Up-sold wines, liquors, and meals with professional appearance and mannerism. Ensured prompt and courteous attention to customer needs while providing superb overall customer support.

Contact: Chad McMaster – (302) 226-2240

### Accounting Assistant ResourceTorg LLC

11/2014 – 05/2015

Kazan, Russia

*Achievements/Tasks*

- Review data for deficiencies or errors, correcting any incompatibilities. Compile data and generates reports. Working with 1C Accounting Software and MS Excel. Creating employee files, scanning documents for electronic storage, and filing hard copy documents.

## SKILLS

HTML

CSS

BootStrap

JavaScript

Design Principles

MySQL

Research

LaTeX

Team Player

Problem-solving

Communication

Service Customer

IT Concepts

Microsoft Office Suite

Sketch

Wireframing

## PERSONAL PROJECTS

### Senior Project (2015)

- The project provides the extension of the theorem for Hardy-type inequalities on multidimensional systems. The obtained theorem considers the estimation of Hardy's constants for composite rotation figures. Paper was published on Kazan Federal University's Journal of scholar abstracts and articles of 2015.

### Data Management Project (2019)

- The project is the creation of the database for the healthcare center. It focuses on the database aspects of the project development lifecycle. Project provides background, purpose, business goals and rules, user and data requirements, logical data model, data dictionary, back-up and recovery plan, and examples of used SQL queries for the healthcare center's database.

### Website Plan and Design Project (2020 – Present)

- Creating the website plan; doing research of the target audience; defining the color scheme, images and interactive elements for the website; designing layouts, wireframe, and homepage of the website. Building the website using HTML/CSS.

## LANGUAGES

English

Professional Working Proficiency

Russian

Native or Bilingual Proficiency

Tatar

Native or Bilingual Proficiency