#### **Surmane Name**

#### **Contact Information**

Email address: surmane.nameATmaildomain.com

Phone number: +0 000 0000

Github: @user LinkedIn: @user

### **Career Objective**

Title

### **Summary**

That's a space to share your current overview.

Share where you are now.

Share why you're applying for the role. Why your current expertise can be relevant for the team.

#### Location

Ios Municipality, remote

#### **Professional Skills**

Specific software / tools:

- Jira
- Confluence
- GitHub
- Microsoft 365
- Google Docs
- LibreOffice

Operating Systems:

- GNU/Linux
- MacOS
- Windows

Industry knowledge:

- work with specifications and standards
- scientific research activities
- data management
- interviewing
- proofreading
- time management

Another tools:

- Sublime Text
- LaTeX
- ATS (Avature, Workday, Taleo, iRecruitment)

### Foreign Language Skills

• English (Upper-Intermediate)

### **Education and Certification**

University, School of

- year-year, degree, title.
- year-year, degree, title.

Title, e-Learning for ... platform

- year, Title. №251603.

# **Professional Experience**

month.year - month.year, Title, EMEA & Ukraine

- month.year month.year, company mane
  - from month.year, Talent & Team, EMEA
  - month.year month.year, Specialist at, a part of Division, Ukraine &

## description:

- specific knowledge and expertise that should be covered. day-to-day activities etc;
- working with specifications and standards;
- analytical process & working with data: analysing requests, working on reports & feedback;
- brand management: original content writing, ...;
- inner databases: ...;
- mentoring, knowledge sharing;
- time management.