

Gene Yerashenka

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PROFESSIONAL SUMMARY:

Highly motivated professional with Bachelor's degree and experience in accounting and information technology. Has strong work ethic and eager to learn new technologies.

EDUCATION:

Gomel State University of F. Skorina, Gomel, Belarus

Bachelor of Science, BS 2009

Major: Finance

SKILLS:

- Client and vendor relations and strong problem-solving abilities
- Inventory management, accounts receivable, accounts payable
- Analytical, organized, detail-oriented
- Great 10-key skills
- Prepared Journals entries and cash applications
- Daily and monthly reporting
- Experience with personal computers, networking, client facing communication
- Basic programming knowledge in C, C++
- Expert knowledge in Windows all versions, proficient in MS Office
- Russian - native, English - intermediate

EXPERIENCE:

DELIVERY DRIVER

SARPINO'S PIZZERIA

Chaska, April 2018 – Present

- Deliver food
- Perform duties related with production of food and etc.

DRIVER

UBER

Minneapolis, February 2019 – Present

- Give people a ride

FULFILMENT ASSOCIATE

STAUER

Burnsville, October 2017 – February 2019

- Worked in a fast paced, people intensive work environment
- Performed physical activities
- Picked and packed items
- Refunded money to customers or exchanged items
- Utilized Ecometry software

FULFILMENT SPECIALIST

TARGET

Eagan, November 2017 – December 2017

- Responsible for collecting the items on guest's orders with accuracy and speed
- Prepare and pack guest orders for shipment

PERSONAL COMPUTER CONSULTANT

Self-employed

Gomel, Belarus, May 2013 – August 2017

- Managed multiple clients around the city to assist with advanced personal computing needs
- Diagnosed problems and provided technical assistance and resolution as necessary
- Installed on site secure computer system networks
- Performed routine maintenance
- Ensured that Internet security up to date
- Tested and implemented new software for the companies and customers

ACCOUNTANT

Gomel, Belarus, August 2009 – September 2012

OBLTORGSOUZ, Enterprise Gomel Communal Wholesale-Retail enterprise

- Under general supervision, responsible for the activities associated with maintaining ledger accounts;
- Utilized 1C:Enterprise software
- Performed Accounts Payable, Accounts Receivable and Payroll duties
- Prepared monthly, quarterly, and annual financial statements
- Analyzing accounts, post and process journal entries to ensure all transactions