



Tamara Georgieva

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Github.com/Tamara-Georgieva

Versatile and driven professional that's always trying to improve and learn!

Professional Experience

Replek, Skopje

System Administration Intern

06/24 - 10/24

- Managed user accounts and permissions via Active Directory
- Performed independent setup of PCs, printers, and network connections
- Assisted with CISCO firewall configuration and VPN set-up
- Developed .bat scripts for task automation and backups
- Deployed and troubleshoot endpoint protection software

Digital Tutor, Online

05/18 - present

- Provided personalized tutoring sessions for diverse student levels
- Developed lesson plans and practice exams for progress monitoring
- Offered detailed feedback for enhancing academic performance
- Tailored teaching strategies to individual learning styles

Veterinary Pharmacy, Skopje

Office Clerk

05/23 - 10/23

- Coordinated shipments with local and international suppliers
- Maintained inventory and warehouse organization
- Processed invoices and payment documentation
- Ensured data accuracy and corrected discrepancies in documentation

Au Pair, Germany

09/19 - 10/21

- Organized creative and skill-building activities and outings
- Supported children's education through reading and schoolwork help
- Prepared nutritious meals based on dietary needs
- Handled household chores and maintained a safe environment

Casino Astra, Skopje

Waitress & Barman

05/22 - 10/22

- Served guests in a fast-paced, regulated gaming environment
- Managed bar inventory and placed supply orders
- Collaborated with staff to address customer and security concerns
- Resolved service and equipment issues with professionalism

Education

Faculty of Computer Science & Engineering, Skopje
Bachelor of Science And Engineering

10/21 - present

- B.Sc. in Applied Information Technologies

S.U.G.S Rade Jovcevski Korcagin
High School Diploma

09/15 - 06/19

- Gymnasium for Math and IT

Volunteer in The Red Cross, Skopje

- Assisted in organizing and promoting blood donation drives
- Conducted public outreach and participated in education campaigns on volunteering
- Contributed to planning and improving youth volunteer programs
- Recruited and mentored new volunteers
- Participated in city and national first-aid competitions

Key Skills

- Languages & Web: C, C++, C#, Java, Python, HTML, CSS, Bootstrap, Django, Flask, Spring Boot, Thymeleaf, React, WordPress
- DevOps & Tools: Docker, Git, .bat scripting, backup automation, DevOps fundamentals
- IT & Networking: Active Directory, Windows setup, CISCO/SonicWall firewalls, VPN, endpoint protection, GNS3, Wireshark
- Support & Platforms: OTRS, AnyDesk, TeamViewer, Salesforce, MS Office, Google Workspace
- Other Skills: Cloud management, team collaboration, social media management