

TETIANA POCHTIENNYKH



Nationality	Ukrainian
Date of birth	11.04.1971
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E-mail address	tanya.pochtennykh@gmail.com
Home address	Monséjour 7 Fribourg 1700 Switzerland
Status	S, right to work
Marital status	married, have 3 children
LinkedIn	profile
Language proficiency	Ukrainian C2, Russian (mother tongue), English C2 by EFSET German A2

Education

1999 – 2004	Master of science Odessa I.I. Mechnikov National University Romance Germanic Faculty specialty <i>Translator and teacher of English and German languages and literature</i>
1986 – 1990	Mid-level Specialist Odessa Industrial Automation College specialty <i>Installation of Control Systems and Automation</i>

Work experience

2013 – 03.2022	Individual Entrepreneur <i>Tetiana Pochtiennykh</i> , self-employed Online Magazine on fashion and personal style Trendy-U.com Editor in Chief, Copywriter and Content Manager
04.2018 – 12.2021	Private English Tutor
03.2018 – 05.2020	English Teacher of adult students' groups, levels A1, A2, B1 and B2
2015 – 2018	Online fashion blog in English and Ukrainian languages <i>Holy-Chic.net</i> Editor in Chief, Copywriter and Translator
2012 – 2013	Online magazine <i>Cvet v odezhde</i> Copywriter & Content Manager

2005 – 2008	Private English Tutor
2005 – 2006	Odessa Public School #10 English Teacher
2005 – 2006	Magazine <i>Russkaya America</i> News Translator (English - Russian), freelance
1998 – 2007	Individual Entrepreneur <i>Dmitry Novikov</i> Freelance Translator
1996 – 1998	American-Jewish Charity Committee <i>JOINT</i> Office Manager Assistant and Event Manager
1994 – 1995	City Executive Committee Department of social development and city infrastructure Technical consultant
1990 – 1991	Joint Venture <i>Kranlod</i> Junior Designer

3. Skills and Competencies

- I am a confident Internet user. I am good at Search Engine Optimization principles and the basics of internet marketing which allow to increase the number Target Group. I can make a banner, make research on a demanded topic and write a structured article on demand. I am familiar with *Wordpress* Editor Tools and *Photoshop*. I have a knowledge of CRM software.

- I am a skilled photographer. I know how to adjust light for a professional photo session of people or goods.

- As an English teacher I've conducted numerous groups and individual learners. My approach includes two methods of teaching English - *ESL* (English as Second Language) and *GTM* (Grammar Translation Method). While working at school I directed a performance which was quite successful, and naturally helped children to learn new words and grammar constructions.

- I am an experienced car driver.

- I am stress-resistant, responsible, proactive and easy-going. I find a common language with people of different age, background and education level. My colleagues and students have always considered me as a warm, kind and caring person.

- I am easy to learn and I like learning.

- I am a team player. I can both give orders and obey.

In my free time I spend time with my family (well, for the time being with my kids). I like reading books, watching films, taking photo and travelling. I am a good badminton player which I used to play 3-4 times a week before the war started in Ukraine.

My profiles on [FB](#) and [Instagram](#)