



# Tetiana Pulia

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## LANGUAGES

 C1  Native  
 B2.1  Native

## COURSES

- Designer of Presentations
- Designer in Infobusiness
- Content Marketing

## SOFT SKILLS

- Responsibility
- Team player
- Critical thinking
- Attention to details
- Constant learner
- Time management

## TECHNICAL SKILLS

- MS Word
- MS Powerpoint
- Google Docs
- Photoshop
- Figma
- Basics of Tilda

## EXPERIENCE

### Assistant of MP ("Golos" party faction)

Verkhovna Rada of Ukraine

06.2020-04.2021

- managing and creating content for the MP's FB-page
- drafting speeches and talking points for public events, meetings, conferences, comments for media
- developing communication materials to present MP's activities (reports and presentations)
- coordinating work of MP within inter-parliamentary friendship groups
- preparing information for the participation of MP in round tables, meetings of the Committee, assisting in organising round table on deoccupation of Crimea

### Marketing Department Intern, Staff

EY Ukraine

07.2019 – 02.2020

- creating visual content (images, infographics) for FB-page, mailouts, letters)
- drafting posts
- providing translation of press releases, articles
- elaborating presentations
- preparing documents for tenders
- editing articles, reports, press-releases

### Junior Sectoral Fellow at the Speaker's Office of the Verkhovna Rada of Ukraine

Association4U

02.2018 – 06.2019

- drafting business correspondence of the Speaker's Office
- providing written translations
- communicating with the Committee of the Verkhovna Rada of Ukraine on Foreign Affairs, taking minutes at meetings and writing follow-ups thereon
- writing analytical reports on policy issues

## EDUCATION

### BA in International Relations

Institute of International Relations,  
Taras Shevchenko National University of Kyiv  
2013-2017

### MA in International Relations

Institute of International Relations,  
Taras Shevchenko National University of Kyiv  
2017-2019