**Viktoryia Gidrevich**

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**OBJECTIVE**

Seeking an opportunity to work as an intern in database analytics. Looking to obtain a part-time position that requires innovative and challenging employment that will utilize my education, professional skills, and offer advancement opportunities.

**PROFESSIONAL EXPERIENCE**

**Teller / Customer Service Representative, 2013 – 2015**

* Processed all the cash transaction that took place in a bank on daily basis.
* Made reports and submitted to the manager.
* Assisted customers with all account service issues.
* Maintained accurate details of each transaction.

VR Assets, Cleveland, OH

**Listing manager, 2017-2019**

* Take photos
* Placing products on websites
* Database maintenance
* Training of new employees

Cleveland Ballet, Cleveland, OH

**Boutique Manager and Wardrobe Manager, 2019-2021**

* Organization and sale of souvenirs at the theatre on performances.
* Displaying products on websites.
* Organization wardrobe department and purchase of software for the costume base.

NYCB, Cleveland, OH

**Teller, 2021- Current**

* Assist customers with setting up or closing accounts.
* Sold and cross-sold bank products to new and existing customers.
* Logged cashier’s checks and other transactions to maintain accurate account records.

**EDUCATION**

Belarus State Economic University, Minsk, Belarus

**Bachelor of Economics at the Industrial Enterprise, Economist-Manager, 2002 – 2007**

Course

**Creating website on SQL base, 2011**

**LANGUAGES**

Russian (Native); English

**REFERENCES**

Available upon request