

## PERSONAL INFORMATION

## Vera Dubouskaya

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Sex Female | Date of birth 20/2/2000 | Nationality Belarusian

## PERSONAL STATEMENT

A graduate of 2022 with strong organizational and creative skills, as well as with big experience with social media, graphic and text materials, now seeking for internship and job opportunities in the sphere of communications.

## WORK EXPERIENCE

27/05/2019–01/08/2019

## Marketing assistant

SOL instruments Ltd., Minsk (Belarus)

- doing posters and text for the company's website, Facebook page, and LinkedIn
- editing advertising texts
- creating informational brochures
- translation of text
- photo-shoots of people and equipment
- editing on CorelDraw and Photoshop

## EDUCATION AND TRAINING

01/09/2018–Present

## Bachelor degree of Contemporary communications

LCC international university, Klaipeda (Lithuania)

- Introduction to Conflict Studies, Written Composition, Academic Writing
- Major subjects: -Introduction to Public Relations, Interpersonal communication, Video production, Public Speaking, Persuasion and Propaganda, Communication practicum

## PERSONAL SKILLS

Mother tongue(s)

Belarusian, Russian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
IELTS					
Spanish	A1	A1	A2	A1	A1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

Communication skills

- cooperation (a present Rotaract member)
- exceptional visual communication skills (photography, editing, creating graphics)
- good written communication skills (blog texts advertising text editing, academic papers)

Organisational / managerial skills

- leadership (leading teamwork and projects)

- organization of events (territory cleanup event, culture day event, etc.)

#### Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem-solving
Proficient user	Independent user	Independent user	Independent user	Basic user

#### Digital skills - Self-assessment grid

- good command of a google suite (slides, drive, documents, Gmail)
- good command of the Microsoft suite (word, powerpoint, excel)
- good command of graphic and photo editors (Lightroom, Photoshop, CorelDraw, Canva)