



Dan.Shafaei@gmail.com



+905338852939

Magusa,
994500 CyprusDate of birth
03.07.1999Nationality
IranianMother tongue
EnglishMarital status
Single

SKILLS AND ABILITIES

Teamwork

Decision making

Emotional Intelligence

Verbal and Written Communication

Work Under Pressure

Flexibility

Quick Learning

Professional

Organization / Team management

Computer skills (Microsoft Word, Excel, Power Point, SQL)

Competent/Self-confident

LANGUAGES

English



Persian



Turkish



German



DANIAL SHAFAEI

Personal statement:

I am a very social and active person who strives for excellence at what-ever I do. Having lived in very culturally diverse environments most of my life, I enjoy interacting and exchanging ideas with different people, my careers over the years have allowed me to connect with people who are from very different backgrounds, and this has taught me how to communicate appropriately with people. I enjoy connecting on a deeper level with people and having meaningful conversations.

I am a very flexible person and a quick-learner, I'm willing to put in the extra effort to make sure things run smoothly. I am also a very detail-oriented person.

My strengths are having a good sense of responsibility and a good work-ethic, but also being able to balance my work life with my out-of-work life, leadership skills that I've developed from the positions I've held, being computer savvy, punctual, and a good level of self-awareness. My hobbies include basketball, football, gym, and cooking.

WORK EXPERIENCE

Full-time Research and Teaching Assistant

Eastern Mediterranean University (<https://www.linkedin.com/school/do%C4%9Fu-akdeniz-%C3%BCniversitesi/mycompany/>) | Cyprus

01/10/2020 – Present

- ☐ Responsible for giving tutorials on master's and PhD level courses such as Investment Appraisal, Project Finance and Risk Analysis, Asset and Liability Management, and Corporate Finance
- ☐ Giving Bachelor's level tutorials on Behavioral Finance and Financial Management
- ☐ Collecting and gathering data using Thomson Reuter's data stream, writing literature review tables on multiple research topics and also proof-reading articles.
- ☐ Responsible for administrative duties, filling in the role of the department's secretary.
- ☐ Assisted in hosting multiple graduation parties
- ☐ Social media coordinator: Posting daily promotional videos/pictures. Writing features on alumnus of the week
- ☐ Responsible for keeping the department's websites updated.

Part-time Financial Affairs Consultant

Nikav (<https://www.linkedin.com/company/nikav>) | Remotely from Cyprus | 05/2018 – 06/2019 |

Contact: Dr. Eslami +9835382109652

01/05/2018 – 01/06/2019

- ☐ Developing statements for international purchases and sales using basic SQL
- ☐ Assisting as an international customer representative

Internship as an Assistant Accountant

Afik Group Company (<https://www.linkedin.com/company/afik-group/>) | Famagusta, North Cyprus |

Contact: Farhang - +90 533 859 03 25

01/2018 – 04/2018

- ☐ Assisted in managing payrolls each month by gathering employee data (time period), calculating benefits and deductions and distributing payments
- ☐ Updated prices of 100+ items on database using newer invoices
- ☐ Completing financial reports on a regular basis and providing information to the finance team.

Projects/Achievements

- During my internship at Afik group I updated their main excel spreadsheet to dynamically include prices of ingredients when creating food-menus and added a place for value input which dynamically presented a monthly financial report in a separate sheet.
- I have assisted and coordinated two Tedx events
- Co-founded a multi-media university club where we grew it to 200+ members and even attained sponsorships for a few events.
- For the course of behavioral finance that I was tutoring, I invited scholars from all over the world such as India, U.S., Poland including renowned scholars in the field like Greg Filbeck, to give seminars on the course on topics such as robo-advisors, investor biases, and general trends in the field.
- Graduated bachelor's with high-honor and I'm expected to graduate Master's with high-honor as well.
- I was an active member on the board of the university's economics and finance club, frequently MCing at events.

EDUCATION

MSc in Finance and Banking

Eastern Mediterranean University, Cyprus

CGPA: 3.66

2020 – Expected to graduate June 2022

BSc in Finance and Banking

Eastern Mediterranean University, Cyprus

CGPA: 3.42

2017 – 2020

Highschool

Sayfol International School, Malaysia

2012 – 2017