

### Summary of skills

- Client-focused with a commitment to service excellence.
- Advanced user of Microsoft Office and Microsoft Dynamics 365 Business Central.
- Rapid adaptability to new tools, processes, and environments.
- Strong organizational, analytical, and communication skills.
- Exceptional attention to detail and accuracy.
- High stress tolerance and ability to maintain performance under pressure.

### Languages

- English and Russian (mother tongue level).
- Czech (daily professional communication).