

## WORK EXPERIENCE

**2011 - present**

**Inecobank CJSC**  
**Senior Specialist**  
**Operational Division, POS Back Office**  
**Department**

- Perform documentary service of business processes for the credit system
- Prepare cooperating contracts and agreements
- Check the provided credit packages and manage their acceptance or rejection
- Make various reports and analyses

**10.2010 (3 days)**

**BisArt LLC**  
**“Tataev Revival Project”**  
**Help-Desk Coordinator**

- Arrange check-in and check-out process
- Provide guests with necessary information

**2009- 2011**

**Rouge Beaute LLC**  
**Brand Manager**

- Determines annual plans by implementing marketing strategies; analyzing trends and results.
- Place orders to restock merchandise
- Manage reports, analysis, inventory, email
- Prepare and organize presentations, trainings
- Manage promotional and advertizing activities

**2007- 2009**

**AG Holding, AG Print**  
**Cashier**

- Handle cash transactions
- Manage invoices

**2002 - 2005**

**ARRAY LTD**  
**Sales Manager**

- Establishes sales objectives by forecasting and developing annual sales quotas; projecting expected sales volume and profit for existing and new products.

-Completes sales operational requirements by scheduling and assigning employees

## **EDUCATION**

**2018** (4 months)

**Front-End Developer  
Web Design Courses (HTML, CSS,  
JAVASCRIPT)  
Training Center “Sunny School”**

**2006** (6 months)

**Accountant  
Courses in Accounting  
Training Center “Gitutyun”**

**1996-2001**

**Linguist  
Romance-Germanic Faculty,  
Yerevan State Linguistic  
University after V. Brusov**

**My Skills**

**HTML, CSS, BOOTSTRAP, JS  
Adobe Photoshop  
MS Office (Word, Excel, Power Point)**

**Language Skills**

**Armenian, Russian, English, German**

**Family Status**

**Married**

**My Hobby**

**Hand made crafts (decoupage, painting, gilding,  
pottery...), hair styling, photography, furshet design**

**Address, phone**

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