



## WORK EXPERIENCE

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### Resource Manager

Streamline Language School      2015-2021

Planning and monitoring teachers' workload (300+ teachers) during the academic year, assigning new groups to teachers (≈1000 gr/year), searching for substitute teachers if needed, preparing monthly reports, cooperating with colleagues of academic and corporate departments, etc.

### English and German Teacher

Secondary School      2010-2011  
Grades 3 to 11

Preparing plans and teaching to 10-17 y.o. kids



## EDUCATION

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### Teacher of foreign languages. Computational linguistics specialist

Minsk State Linguistic University      2005-2010

Major in English  
Minor in German, Computational Linguistics



## SKILLS

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English - C1

Negotiations

Google Instruments

Communicative Skills

Python Basics

SQL Basics



## KATYA KLIMENKOVA

Resource Manager/HR Specialist

## ABOUT ME

Looking for a position I can apply my soft and hard skills to, for a company I can contribute to and grow with.

A team worker with strong interpersonal and problem solving skills, self-motivated and willing to learn.

## CONTACT ME

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 my [LinkedIn](#) account

 [rabota.by](#) resume