



DOB: Feb 3, 2006

Mumina Khudoiberdieva

Speak in: 🇺🇸 (C2), 🇬🇧 (B2), 🇷🇺 (B1), 🇪🇸 (A2)



education:

Undergraduate student of **TEAM University**
accredited by London South Bank University

2024-2028

Developing an entrepreneurial mindset and exploring IT innovations to create practical solutions for everyday life.



work experience:

Recruiting Executive

Mar 2024–Feb 2025

SMRT Agency (Tashkent, <https://smrtagency.net/>)

(11 months)

Making cold and warm calls to find job seekers and assist them in securing positions at US-based trucking companies, while providing all necessary onboarding information. Also training new recruiters and ensuring they efficiently handle the process.

Public Opinion Researcher

Nov 2023–Feb 2024

SVOI Agency (Ferm, <https://urwww.svoi.org/>)

(4 months)

Conducted telephone surveys across Russia on socio-political, humanitarian, and socio-economic topics. Researched public opinion by calling a provided database and gathering insights on finances, housing benefits, services, and political views.

Sales Representative

Dec 2022–Nov 2023

Unicall (Tashkent, <https://unicall.uz/>)

(1 year)

Advised clients of the online store on product selection, promotions, and discounts, while driving up-sale through active telephone sales and quick CRM order placements. Handled incoming support chat requests for the marketplace offering technical consulting and customer assistance.

Customer Support Specialist

Aug 2022–Nov 2022

TOP Contact (Tashkent, <https://topcontact.uz/>)

(4 months)

Handled informative calls, managed accounts receivable, and conducted cold calls, an installment service for tech goods. Also processed incoming calls, providing clients with consulting support and company information.

Aspiring position:
a role to excel in.
contacts:

- +998 (94) 638 55-75
- disuniterio@gmail.com
- @disuniter

PERSONAL TRAITS:

- The wit mindset preserved with trained attentiveness
- Pursuing to be best performer and great teammate
- Wide by a meter, deep by a kilometer

PROFESSIONAL SKILLS:

- Leadership qualities
- Strong stress resistance ability
- Creativity driven by peculiarity
- Analytical perspective obtained by tranquil observation
- Persuasive skills (sales)
- Active user of mnemonical principles
- Fastest keyboard typer

Why choose me?

I am 19 years old. Trained 15+ new employees in the fundamentals of recruitment processes in both English and Russian within a young startup company. I provided insights into key aspects of professional conversations, their structure, and the logistics systems in the United States. Additionally, I developed and continuously refined recruitment scripts, handled organizational tasks, structured new information, and managed updates.

I also had the opportunity to gain experience in conducting audits, carefully analyzing internal company processes. I'm proficient in Word, Google Docs, Google Sheets, Excel, Notion, and have worked with AmoCRM (and its counterpart, Kommo). I communicated with drivers via RingCentral.

Beyond that, I conducted sociological surveys across Russia, engaged in telephone sales (up-selling), handled accounts receivable, and made both cold and warm calls.

For the past three years, I have been working on outsourcing tasks, but I have increasingly realized that this type of secondary work does not inspire me. Instead, I am drawn towards technology, while still maintaining enthusiasm for psychology (psychosomatics, metaphysics), creative content creation, presentations (which I can showcase if needed), video editing, and photo editing.

I'm proficient in Figma, PowerPoint, Alight Motion, CapCut, Canva, and PicsArt. I can confidently say that my Instagram (@disuniter) is well-curated and aesthetically pleasing. At the age of 15, I also managed a TikTok account with 10K followers centered around Korean culture—a testament to my potential in marketing.

Additionally, I have experience building a website on WordPress (link) and developing a Telegram bot (link) using Botfather, Replit, GitHub, and CodePen. I also have basic knowledge of HTML, CSS, and some fundamentals of Python.

In 2024, I participated in a Startup Challenge organized by my university (TEAM), where our goal was to create and present a business idea in the HoReCa industry. My team and I successfully developed and pitched our concept, ultimately winning 3rd place and a prize of 5,000,000 UZS (~\$390 USD).

I also completed a business course in mnemonics, which included lessons in public speaking. At university, I actively develop both soft skills (public speaking, communication, business ethics, leadership, etc.) and hard skills (fundamentals of finance, qualitative and quantitative data analysis, big data, IoT, AI, SEO, cloud computing). In addition, I study business fundamentals, including terminology, global issues, PESTEL & SWOT analysis, ROI, and business ownership.

I'm deeply interested in the fashion industry (Fashion-Tech), collaborations with AR (Augmented Reality) & VR, and emerging technologies. Additionally, I have a passion for poetry and the art of clear and structured thinking.

Books that have transformed my mindset:

- The Miracle Morning – Hal Elrod
- Do It Simply, Just Do It – Oskar Hartmann
- The Art of Thinking Clearly – Rolf Dobelli
- The Communication Genius – Dave Kerpen
- Rich Dad, Poor Dad – Robert Kiyosaki.