



ELIZAVETA TROSHCHILOVA

Student

DETAILS

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PROFILE

Hardworking third year student of the strongest Russian university. Ready to realize my skills in modern projects, also interested in getting an amazing experience of working in a big company. Quickly getting involved into a new area of expertise. Key qualities are strong analytical, math and office software skills that allowed to successfully cope with tasks from previous jobs.

EMPLOYMENT HISTORY

assistant of accountant, MsSystems Electronic Department, Moscow

JUNE 2019 – SEPTEMBER 2020

- Schedule and coordinate meetings, appointments, and travel arrangements for company employee
- organization of logistics within the company and external contractors
- reception and processing of primary documentation
- translation of technical documentation on equipment operation

EDUCATION

Undergraduate, Moscow Institute of Physics and Technology, Moscow

SEPTEMBER 2018 – PRESENT

Department of electrical engineering and computer science

SKILLS

Analytical and Problem-Solving skills



Great communication skills



Fast Learner



Microsoft Office



C Programming



Critical thinking and problem solving



Ability to Work in a Team



Advanced Math



Python programming



COURSES

Leadership program, CROC

MARCH 2021 – FEBRUARY 2022

Mathematical analysis, MIPT

SEPTEMBER 2018 — JUNE 2021

Linear algebra, MIPT

SEPTEMBER 2018 — JUNE 2019

Theory of probability, MIPT

FEBRUARY 2019 — JUNE 2019

System Thinking, MIPT

SEPTEMBER 2020 — PRESENT

LANGUAGES

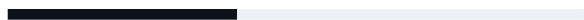
Russian



English



Spanish; Castilian



INTERNSHIPS

assistant project manager, PJSC Inter RAO, Moscow

JULY 2020 — OCTOBER 2020

- support in the implementation of a large pilot project for the implementation of the asset management of an energy company
- Recorded and distributed minutes of meetings
- organization of interaction between customers and performers