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WORK EXPERIENCE

“ABACUS” Audit and Consulting LLC

Baku, Azerbaijan

Chief Accountant-Auditor

2018-2019

- Analyze financial information and prepare financial reports to determine or maintain record of assets, liabilities, profit and loss, tax liability, or other financial activities within an organization.
- Analyze business operations, trends, costs, revenues, financial commitments, and obligations to project future revenues and expenses or to provide advice
- Specially active and creative in solving difficult problems and eliminating of defects
- Excellent communication skills when writing reports or memos or when speaking in front of a group of people during a presentation

“ENEMAY” Financial Consulting and Career Center

Baku, Azerbaijan

Tax Specialist-Auditor

2019-2020

- All accounting in accordance with the law changes issued by tax and other boards doing their work accurately and correctly..
- Organization of tax accounting. Elimination of problems with taxes conducting negotiations
- Conducting AUDIT and other inspections in enterprises, according to old regulations analysis of tax accounting and preparation of corresponding meetings to enterprise managers information delivery.
- Tax Code of the Republic of Azerbaijan, Labor Code, Compulsory Employment regulations on social insurance payments, etc.

“IDEOVATE CONSULTING” LLC

Baku, Azerbaijan

Tax Specialist-Auditor

2020-2021

- Management and control of income and expenses. Debtor and creditor debts control (timely preparation of mutual settlement acts and submission to debtors being).
- Regular analytical technique. The corresponding section about the results of the analysis presentation of the operation meeting to the leaders.
- Conducting settlements with debtors and creditors (by cash or transfer).
- Salary according to Labor and Tax Codes, including DSMF guidelines
- and calculation and accounting of equivalent payments. Labor and civil service correct organization of settlements on contracts.
- Preparation and submission of Tax, DSMF and Statistical evaluations. (BTP, New DSMF meeting, all Statistical reports, etc.). Electronic Invoice and EVHF compilation and shipping.

LEADERSHIP EXPERIENCE

“OPERATE CONSULTING” LLC

Baku, Azerbaijan

Director

2020-2023

- To solve the problems of enterprises with tax problems in a short time and in the right way.
- To organize regular meetings with business leaders and discuss weekly or monthly financial issues with them.
- Supervise the work of about 10 employees.
- Analyzing the reports prepared by the company's employees and giving them appropriate tasks.

EDUCATION

Economic University

Baku, Azerbaijan

Finance

2012-2016

SKILLS & INTERESTS

Skills:

- 10+ years experience in Microsoft Office.
- Azerbaijan, Turkish, English, Hebrew (basic), Russian (basic)