NAZAR TAGANOV

QMS ADVISOR
GRAPHIC DESIGNER
VIDEO EDITOR

CAREER OBJECTIVE

A highly organized and hard-working individual who is looking for a responsible position to gain practical experience as well as to share my own experience.

CONTACT INFORMATION

Cell: +995 555 20 42 75
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WhatsApp. Telegram

EDUCATION

SGS academy

ISO 9001, 22000, 45001, 14001, 50001 international certificates for consultants

2019

Saint Petersburg State University of Economics

Specialist - Manager

- Attended Sept. 2009 to July 2014

Turkmen-Turkish high school

- Attended Sept. 2004 to July 2009

LANGUAGE SKILLS

- Turkmen - native
- Russian - fluent
- English - fluent
- Turkish - fluent
- French - beginner

WORK EXPERIENCE

Freelance graphic designer

October 2021 - Present

- Develop illustrations, logos and other designs using software Adobe creative tools and Corel draw (vector)
- Improving the visual part of web pages. Editing HTML and CSS codes
- Web development by using different CMS platforms

Project Management Office (PMO) Director

Lotta business group | May. 2020 to September. 2021

- Collaborating with other department leaders to define, prioritize, and develop projects
- Planning project management, including setting deadlines, prioritizing tasks, and assigning team members to various directions
- Analyzing financial data, including project budgets, risks, and resource allocation
- Maintaining an updated status of projects that are underway and those that have requests pending review
- Implementing International Standards ISO 9001, 22000, 45001, 14001, 50001 and Enterprise Resource Management systems in organizations

Quality Management Systems Advisor

TurkmenExpert - TurkmenHilStandart | December. 2018 to April. 2020

- Implementing International Standards ISO 9001, 22000, 45001, 14001, 50001 in organizations
- Identifying risk and perform risk assessment based on ISO standards
- Providing risk management guidance, including advice on risk assessment, risk treatment, risk acceptance, risk communication,risk monitoring and risk review
- Conducting training and awareness sessions of ISO 9001, 22000, 45001, 14001

Teaching and Research Assistant

International University for the Humanities and Development | January. 2018 to April 2020

- Delivering Managerial Accounting, Financial Management, Entrepreneurship, Marketing, Risk Management BSc lectures and seminars
- Developing and managing academic courses and modules for Entrepreneurship, Internet Marketing and Managerial Accounting courses

Village Support Operations Center Manager

Triwandi Chanzo Limited AIMAG-2017 | March. 2017 to October. 2017

- Leading team comprised of 20 and serving as a duty manager during the game time
- Controlling and maintaining the living and administrative spaces of National Olympic Committee
- Coordinating the inventory move and preparing the Furniture, Fixtures and Equipment reports

COMPUTER SKILLS

Advanced Computer skills

- MS Office
- Adobe Photoshop
- Corel Draw
- Adobe Indesign
- Adobe Illustrator
- Adobe Premiere CC
- Adobe AfterEffects
- Adobe Animate
- Adobe XD
- Autodesk 3Ds Max
- Autodesk AutoCAD
- HTML, CSS
- Javascript

Department of Information Confrontation - Specialist

Ministry of Defence | December. 2014 to December. 2016

- Creating videos and adding to internal TV channels transmitted to all troops of the country by using software - Adobe Photoshop, Adobe Indesign, Adobe Illustrator, Adobe Premiere CC, Adobe AfterEffects, Adobe Animate
- Since January 2016 - management of the media space of all power structures

ACHIEVEMENTS

- Graphic design experience for more than 300 projects (posters, pamplets and brochures, food menues, website layout designing and branding)
- Editing and assembling videos and recordings for about 10 projects
- Realized implementation of ISO in more than 15 local companies
- Realized implementation of ERP system in 2 local companies
- Realized implementation of CRM system in 3 local companies
- Conducting trainings based on topics "Implementation of ISO", "Risk management", "E-commerce", "Marketing principles".
- Providing trainings on "digital commerce" at the request of the European Union