



# Ruslana Khlopuk



## EXPERIENCE

### Nail Artist

*American Nail Spa / Landstuhl, Germany*

09/2019 – 06/2021

- Manicure, nail reconstruction
- Window display
- Cash management and payments by cash and credit card

### Cabin Crew

*Qatar Airways / Doha, Qatar*

06/2011 – 01/2014

- Followed company regulation and rules promoting safe environment for both travelers and employees
- Served beverages and food items and provided key information about offering to passengers during flights
- Greeting over 500 daily guests courteously and professionally

### Senior Economist of Business Support Department

*«UniCredit Bank - Ukrsotsbank» Kiev, Ukraine*

09/2007 – 05/2011

- Conducted special service and account transactions for customers
- Completed thorough and accurate documentation for all money movements, deposits, or withdrawals
- Maintained optimal financial controls and making accurate transactions



## EDUCATION

**Specialist degree in Economics and Business Activity,**  
“Economic cybernetics” – Rivne, Ukraine 2011

**German Language Course** – Ramstein, Germany 09/2017 – 11/2017

**Web Developmen and Design, Responsive Website Development** – Online course 2017-2018

**Italian Language course** – Ferrara, Italy 02/2014 – 06/2014

**CS50's Introduction to computer Science** – currently taking

**The Odin Project** – currently taking



## KEY SKILLS

HTML5, CSS

C and JavaScript basic

Languages: English, Ukrainian, Italian, Russian

Website Production

## CONTACTS

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## PROFESSIONAL QUALIFICATIONS

- Self-development orientation
- Openness and engagement
- Quick and Continuous Learning
- Technical Tools and Technical Knowledge
- Team-player

## PROFESSIONAL SUMMARY

Seeking a position that can provide a steady grows and learning opportunity to practice my profession and practical experience extensively. Able to communicate effectively to deliver great service. Showing willingness to provide high standards consistently and contribute well to any team.