

PERSONAL INFORMATION

Sahib Huseynov

📍 Tabriz str, Baku (Azerbaijan)

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WORK EXPERIENCE

11/2014–12/2015

Translator, Study Abroad Manager

British Academy Azerbaijan
J.Jabbarli 44, AZ 1065 Baku (Azerbaijan)
britishacademy.az

- Translate documents from Russian and English into Azerbaijani and vice versa
- Promote Company
- Analyze market place
- Maintain and update Web site to the Company
- Make promotional materials on Photoshop and Corel Draw for the web-site
- Apply for European Universities
- Fill visa documents

Business or sector Education

11/2016–02/2017

General manager

Forward Education Center, Baku (Azerbaijan)
Translate documents from Russian and English into Azerbaijani and vice versa

- Promote Company
- Analyze market place
- Maintain and update Web site to the Company
- Make promotional materials on Photoshop and Corel Draw for the web-site
- English language teacher

01/05/2017–01/06/2017

Photo Supervisor

AISGOC, Baku (Azerbaijan)

- Managing all media process in venue
- Making daily work schedule for volunteers
- Solving Journalist and Photographers issues

09/2013–Present

Translator

Freelance, Baku (Azerbaijan)
Translate Mass media, Technical, Diplomatic Documents and web sites

EDUCATION AND TRAINING

09/2012–09/2016

Tourism and Hospitality, Guide-Translator

Azerbaijan Tourism and Management University, Baku (Azerbaijan)

General

- English, Russian, Deutsch

- Tourism in Azerbaijan and the World

Occupational

- Techniques of Translating
- Translate given documents
- Knowledge of tourism

PERSONAL SKILLS

Mother tongue(s) Azerbaijani

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
Russian	B1	B2	B1	B1	B2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Communication skills

- good communication skills gained through my experience as study abroad manager
- good contact skills with partners gained through my last work experience

Organisational / managerial skills

- leadership
- good organisational skill gained as general & study abroad manager
- good team leading gained as venue photo supervisor
- good managerial skill gained as coaching volunteers