**Arkhipova Sofia**



**Personal Data**

* **Place and Date of Birth: Russia, Tula region, Novomoskovsk | 26 September 1999**
* **Address: Russia, Moscow, Orekhovy bulvar 37**
* **Phone: +7(985)144-26-22**
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**Education**

**2006-2017 | Lyceum № 1, Novomoskovsk**

**2017- up to now | National Research University «Higher School of Economics» the faculty of foreign languages and international communications**

**Certificates**

* **2016 | IELTS Certificate (8 scores)**
* **2016 | TOEFL Certificate (85 scores)**

**Languages**

**English: Fluent**

**Russian: Mothertongue**

**Spanish: Basic Knowledge**

**Personal qualities**

**Responsibility, stress-resistance, sociability, creativity, purposefulness, initiative, quick leaner, ability to work in a team, focus on results**

**Computer Skills**

**Experienced in vba, Excel, Word, PowerPoint,** **html, Access , Personal Editor**