Stav Tamam

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➢ During programming and web development studies, Experience from organizations with administrative and operational nature
➢ Familiarity with HTML, Css, React, Angular, JavaScript, Jquery, MySQL, MongoDB, PHP and more
➢ High technology orientation, support of ERP system implementation process, while familiarity with a variety of modules and their involvement
➢ Broad vision, multi-tasking, initiative, high-guidance capability, service oriented, high learning capacity, communication and excellent interpersonal skills
➢ seeking to integrate the role of frontend web development

Education

2020 **FullStack Web programming** studies at Hackeru College.

2013-2015 **Full Matriculation**, Mosenson High School, Hod Hasharon | Communication Film and Literature, High Average.

Work Experience

2018 – 2020 **Office Management, NST CELL LTD**

● Management of an ongoing office, including; Inventory, financial, suppliers, import and export
● Internal and external organizational interfaces, with responsibility and ongoing contact with the accountant and bookeeper
● Tracking and checking invoices, receipts, checks, journal transactions, profit and loss statements and VAT reporting, checks etc.
● Import and export portfolios - monitoring , contact with companies and customs brokers
● Ongoing contact with suppliers in Israel and abroad, including collection and coordination between a variety of needs, including Inventory management
  ➢ Progress in the company since its establishment, implementing an ERP system, including users training

2018 **Secretary, EY Ernst & Young Accountants**

● Secretary of two senior partners in the company, schedule Management, check out invoices to sales companies in Israel and abroad
● Providing solutions to the department's employees, formulating and initiating events
  ➢ Professionalism and quality service, while coping and maintaining a work routine successfully

Military Service:

2016 - 2018 Full Military Service, Observatory and Training Command, Combat Collection Corps

● Establishment of a new operational squadron in the northern sector, responsibility for a platoon of 50 soldiers| Operation of special events | improving team morale | Training
  ➢ Commander Company excels

Tools and technology:

● Full control of the Office environment, knowledge and experience in the Priority system
● HTML | Css | Scss | React | JavaScript | Angular | MySQL | MongoDB | PHP and more

Languages:

Hebrew - Mother Tongue | English - at mother tongue level

** Recommendations will be given upon request