

Summary of Qualifications

My personal qualities: executive, responsible, sociable, disciplined, punctual, persistent, able to work in a team, easily trained, hardworking, attentive to details.

Under any circumstances, try to do the work carefully, have logical and methodical approach to achieving tasks and objectives. Working in sales and reporting has taught me teamwork, painstaking work and attention to details

When I have some free time I usually spend it for self-education and developing professional skills.

Skills**Programming Languages**

- HTML/CSS
- Java (basic knowledge)

RDBMS

- MS SQL Server 2012

Methodologies

- Agile, SCRUM (theoretical knowledge)

Operating Systems

- MS DOS
- Microsoft Windows 95/ 98/ 2000/ XP/ 2003 Server/ Vista/ 7/ 8.1
- Microsoft Windows 3.11
- SUSE Linux
- Android

Application/Web Servers

- Apache (basic knowledge)

Development Tools

- Notepad++

Hardware

- Network technologies
- Hardware over clocking
- Different technological device

Other Software

- 1C
- Adobe Photoshop/Illustrator/Fireworks
- MS Office 2007/2010/2013

General

- Excellent interpersonal communications skills
- Strong analytical ability
- Comfortable working in a wide variety of environments
- Optimization of working process
- Logistic


Experience

Shop-assistant (2007-2011)

Sales Manager (2011-2012)

Manager of purchase department (from 2012)

Duties:

| | |
|-----------------------|--|
| | <ul style="list-style-type: none">▪ Sales management▪ Communication with customers▪ Work on cash department▪ Conflict resolution▪ Documentation▪ Communication with providers▪ Order processing▪ Financial reporting▪ Tracking of deliveries |
| Certifications | <div><div>Intel Retail Edge Certification Program 2014</div><div></div></div> |
| Education | <div>Ivano-Frankivsk government college of business and technology Honours Degree in Economy (Exchange activities, real estate operations) 2003-2006</div> <div>Ivano-Frankivsk University of management and economy "Galytska Academia" B. Sc. Degree in Economy (Finance) 2006-2009</div> |
| Language | <div>Ukrainian – native</div> <div>Russian – native</div> <div>English – intermediate</div> |