|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Desired positions: bartender, mixologist, hostess, receptionist** | | | |  |
| Full name:  /according to your travel passport/ | **Last and First Name** | | |
| Aidana Abdumanap | | |
| Date of birth: | **Year** | **Month** | **Day** |
| 1999 | August | 19 |
| Place of Birth: | **Country** | **City/ Village** | |
| Kazakhstan | Shymkent | |
| Marital status: | single | | |
|
| Children: | No | | |
| Height / Weight: | **cm** | **kg** | |
| 161 | 50 | |
| City of residence: | Almaty | | | |
| Current location: | Almaty, Kazakhstan | | | |
| Nationality: | Kazakhstan | | | |
| Citizenship: | Kazakhstan | | | |
| Do you have travel passport? | Yes | | | |
| Have you received COVID vaccine?  If yes, please specify and send certificate | 2 shots of AstraZeneca vaccine | | | |
| Mobile number:  +country code /operator code/ number | +7(775)901-28-46 | | | |
| Messenger:  whatsapp /viber/ telegram | +7(775)901-28-46 | | | |
| E-mail addresses: | aidana.abdumanap.19@gmail.com | | | |
| Facebook page: |  | | | |
| Instagram page: |  | | | |
| Linkedin page: |  | | | |
| **Relative’s contact details in case of emergency:** | | | | |
| Name: | Saltanat Adirbekova | | | |
| Relationship: | mother | | | |
| Mobile number  +country code /operator code/ number | +7(701)743-13-13 | | | |
| Father’s name: | Arman Meimankulov | | | |
| Mother’s name: | Saltanat Adirbekova | | | |

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| **Preferred countries to relocate and work:** | | | | | | |
| Qatar | UAE | Bahrain | Oman | Saudi Arabia | Jordan | Bulgaria |
|  | Yes |  |  |  |  |  |

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| **Education:** | | | |
| Certificate / Degree | College/ University | Area of  Specialization | Years  started-completed |
| BA | Loyola University Chicago | computer science | 1 |
| BA | University of Vienna | chemistry | 1 |

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| **Seminars / training attended/ Short Courses taken, and date attended:** | | |
| Year: | Name: | Period of attending: |
|  |  |  |

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| **Do you have any tattoos or piercing?**  (If yes, please describe and send us photos) |
| Yes |

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| --- |
| **Work experience** |

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| --- | --- | --- |
| Position: | | designer's assistant, product manager |
| Company’s name, location: | etc.sconcept store | |
| Date (started-left): | April 2022-current | |
| Responsibilities: | meeting clients, managing the store and product selection, barista, accounting, digital content making | |

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| --- | --- | --- |
| Position: | | Bartender |
| Company’s name, location: | Equilibrium Caffee, Vienna | |
| Date (started-left): | March 2021-February 2022 | |
| Responsibilities: | bar work, making drinks and coffee | |

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| Position: | | Barista |
| Company’s name, location: | Brammibal's Donuts, Berlin | |
| Date (started-left): | September 2019-February 2020 | |
| Responsibilities: | managing cafe, making coffee, accounting, content making, photography | |

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| --- | --- | --- |
| Position: | | library assistant |
| Company’s name, location: | Loyola University, Rome | |
| Date (started-left): | September 2017-April 2018 | |
| Responsibilities: | keeping records, assisting students | |

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| --- | --- | --- |
| Position: | | designer's assistant |
| Company’s name, location: | OTTEPEL, Almaty, Kazakhstan | |
| Date (started-left): | September 2015-August 2017 | |
| Responsibilities: | video production, photo production, organization of events | |

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| **Computer programs you work with:**  *Please write name of computer program you worked with* | | | | |
| Hospitality programs: | Finance programs: | Travel & booking programs: | Graphics & Design programs: | Other software: |
|  |  |  | Procreate, Illustrator | Adobe Lightroom, Final CutPro, Photoshop |

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| **Driver license:** | No | **Category:** |  |

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| **Languages Known:** | | | | | | | |
| **Language** | **Basic** | **Elementary** | **Lower Intermediate** | **Intermediate** | **Upper- Intermediate** | **Advanced** | **Fluent** |

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| **Russian** |  |  |  |  |  |  | Yes |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **English** |  |  |  |  |  |  | Yes |

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| **German** |  |  |  |  |  | Yes |  |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Kazakh** |  |  | Yes |  |  |  |  |

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| **How did you know about us?** | | | | |
| Google search | Facebook | Instagram | Friends recommendation | Other sources of  employment search |
|  |  | Yes |  |  |

|  |
| --- |
| **I agree to sign a contract with the employer for at least 24 months.** |

|  |  |  |  |
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|  | | | |
| **I confirm that all information given on this resume is true.** | | | |
| **Please type first and last name** | ***Aidana Abdumanap*** | Date: | 2022-06-03 |

Please insert here a full length colored picture with the smile:)