

CV summary:



Preferences:

Industry: Telecommunication services
 Occupation: Management and organization analysts
 Preferred countries: Belgium.
 Desirable salary: 24000 € / Year
 Job schedule: Full-time
 Business trips: Yes, possible
 Ready to start the work: In 30 days

Personal information:

Personal data will become visible to you only if you send the job offer to the applicant and he/she accepts your job offer.

Home address: Kazakhstan
 Citizenship: Kazakhstan
 Nationality: Русская
 Birth date: 20-Apr-1982
 Sex: Female
 Marital status: Single
 Children: Yes

Job experience:

Date of beginning / finish: 9-Dec-2009 - Now
 Country: Kazakhstan / Almaty
 Industry: Diversified financial services
 Occupation: Finance managers
 Responsibility and achievements: - provision of effective administration of financial resources in accordance to the organisation's financial standards and procedures
 - accounts check, reviews the quarterly and annual financial reports of the NAs, analyses financial data, statistical figures check
 - controlling of projects implementation, income and running cost expenditures of the NAs (budget comparison)
 - coordination, preparation and support of internal and external audits in the NAs, analyses financial processes, structures and systems

Date of beginning / finish: 1-Nov-2007 - 1-Sep-2009
 Country: Kazakhstan / Almaty
 Industry: Telecommunication services
 Occupation: Finance managers
 Responsibility and achievements: - Sales planning and project profitability analysis
 - Project follow up regarding revenue recognition, costs controlling, margin, any operational issues
 - Classify projects for setting up in Company tools
 - Report project status to upper management and provide various reports on special requests
 - Implementation and development of Company standards and methodology
 - Participation in strategic and operational planning meetings

Education and courses:

Date of beginning / finish: 4-Jun-2009 - 4-Jul-2009
Educational establishment: Alcatel-Lucent University
Country: Kazakhstan, Almaty
Speciality: Business and administration professionals
Status: Graduated
Additionally: Training «PMP 2005: Project Cost Management and Project Quality Management»

Date of beginning / finish: 2-Jun-2008 - 24-Jun-2008
Educational establishment: Alcatel-Lucent University
Country: Kazakhstan, Almaty
Speciality: Business and administration professionals
Status: Graduated
Additionally: Training «Contract Implementation Process - CIP»

Date of beginning / finish: 1-May-2008 - 14-May-2008
Educational establishment: Alcatel-Lucent University
Country: Kazakhstan, Almaty
Speciality: Business and administration professionals
Education level: Bachelor
Education form: Correspondence education
Status: Graduated
Additionally: Training «PMP 2005: Introduction and Project Life Cycle and Organization»

Date of beginning / finish: 1-Jun-1999 - 6-Jun-2003
Educational establishment: University
Country: Kazakhstan, Karaganda
Speciality: Business and administration professionals
Status: Graduated
Additionally: Financier - economist speciality

Language skills:

Skills:	Understand a speech	Understand reading	Carry on dialogue	Make a speech	Writing skills
Russian:					
English:					

Skills and competences:

Social skills: Open
Computer skills: Word, Excel, Outlook, Internet, Power Point, SAP system, Navision, 1C, IFRS
Personal skills: Punctual, honest, active, self-confident
Driving license: B