|  |  |
| --- | --- |
| **152, Khatai Ave, Baku**  *December 2017 - March*  *2018* | **Programmer**  Pharm Line |
| **Heydar Aliyev Palace,**  **Fountain Square**  *September 2018 -*  *September 2018* | **Translator**  Indonesian Embassy to Azerbaijan, Indonesian Cultural Festival 2018 |
| **Baku**  *July 2019 - September 2019* | **Practicant**  Yasamal Regional Executive Board |
| **Baku**  *September 2019 -*  *September 2019* | **Assistant**  9th International Caspian Energy Forum |
| **Baku**  *October 2019 - October 2019* | **Assistant**  Gravity Inc, Eurasia Innovation Day 2019 |
| **Baku**  *June 2019 - June 2019* | **Representative**  International Model OİC 2019 |
| **Baku**  *July 2019 - July 2019* | **Participant**  Ministry of Internal A airs & ADA |
| **Baku**  *July 2019 - September 2019* | **Dancer**  Indonesian Embassy to Azerbaijan, Indonesian Cultural Festival 2019 |
| **Baku**  *July 2019 - July 2019* | **Assistant**  Gravity Inc, Nati advertising |
| **Baku**  *May 2019 - July 2019* | **Volunteer Assistant** ASAN 5  Receptionist on Beach (5 August– 15 September) |
| **Baku**  *July 2019 - July 2019* | **Protocol volunteer**  European Youth Olympic Forum (EYOF) |
| **Baku**  *June 2019 - June 2019* | **Representative**  International Model OIC 2019 |

**OBJECTIVE** Organized and motivated employee able to apply time management and organizational skills in various environments. English graduate with proven communication, travel planning, and email management skills. Seeking a position to leverage organizational and research skills to support internal and external communication.

**Zarifa**

**Mazanova**

**CONTACT INFORMATION**

zmazanova05@gmail.com

Baku city, Khazar avenue, Mardakan settlement, Telman street, apartment N6

+994708394077



**Email**

**:**

**Address**

**:**

**Phone**

**:**

**EXPERIENCE**

|  |  |
| --- | --- |
| **Bachelor, Political Science** Khazar University |  |
| **SKILLS**  **Communication Skills: Verbal and written** | **Business development: Customer service and analytical thinking** |
| **Computer Skills: Microsoft O ce; Word, PowerPoint, Excel** | **Interpersonal skills: Positive attitude, collaboration, relationship management** |
| **Analytical skills: Problem-solving, critical Team leadership thinking, research** | |

# EDUCATION

**11 Mahsati Ganjavi Rd,**

**Baku 1096** 2020

# LANGUAGES

**English**

Upper Intermediate

**German**

Elementary

**Italian**

Elementary

**Indonesian** Elementary

**Spanish** Elementary

**Japanese** Beginner

**French** Beginner