



Datele de contact sunt contra cost. Detalii aici: <https://www.rabota.md/ro/prices/cv>

Export specialist

Despre mine

I am young, ambitious, hard working individual with many years diverse experience in my chosen profession already. I am in search in various positions where I apply my marketing, leadership and management ability to achieve high level success for your company. My 7 years of experience can surely help me to give my best as a part of your organization.

- ☐ Strong problem-solving skills
- ☐ Communication
- ☐ Strategic planning
- ☐ Conflict management and problem solving
- ☐ Organization, planning, and time management
- ☐ Risk management
- ☐ Multitasking
- ☐ Negotiation

Experiența profesională

Export specialist · Azersun holding · Baku, Azerbaijan

August 2016 - Prezent · 9 ani 4 luni

- ☐ Preparing invoices for the goods to be exported
- ☐ Preparation contracts and contract amendments
- ☐ Writing CMR documents.
- ☐ Ensuring the goods.
- ☐ Preparation of Price & Packing list
- ☐ Preparation contracts related exports (food) with customer.
- ☐ Receiving letters in order to get certificate of origin & act of expertise.
- ☐ Preparation raw declarations, acts and contracts of individuals in order to get certificate of origin & act of expertise.
- ☐ Getting Plant-taking Phytosanitary certificate.
- ☐ Making the Export module in operation.
- ☐ Formalizing the online process of customs formalization.

Recruitment specialist · Azersun holding · Baku,

👤 37 ani
♂ Masculin
📍 Chișinău

Preferințe

- Full-time

Limbi

- **Română** · Nu cunosc
- **Rusă** · Fluent
- **Engleză** · Fluent
- **Turcă** · Fluent

Azerbaijan

Aprilie 2013 - Iunie 2015 · 2 ani 3 luni

□ Visiting clients to build and develop relationships □ Developing a good understanding of client companies, their industry, what they do and their work culture also environment □ Headhunting - identifying and approaching suitable candidates who may already be in work □ using candidate databases to match the right person to the client's vacancy □ Requesting references and checking the suitability of applicants before submitting their details to the client □ Briefing the candidate about the responsibilities, salary and benefits of the job in questions □ Preparing resumes and correspondence to forward to clients in respect of suitable applicants

Guest Service Agent - Sheraton Baku Airport Hotel

01.02.2012 - 17.08.2012 Work duties:

- Completing procedures when guests arrive and leave
- Dealing with books by phone, e-mail, letter, fax or face to face
- Taking and Passing on messages to guests
- Choosing rooms and handing out keys
- Preparing bills and taking payments
- Dealing with special requests from guests (like booking theatre, tickets or storing valuable items)
- Answering questions about what the hotel offers and the surrounding area
- Dealing with complaints or problems

Kusar region, Azerbaijan (North part) - Year 2010-2011

MILITARY

Studii: Superioare

National Aviation Academy

Absolvit în: 2010

Facultatea: Economics & Law

Specialitatea: Lawyer

Cursuri, training-uri

Master school

Studiez la moment

Organizator: Language course (Russian language)

IB course

Studiez la moment

Organizator: Conversation course (English & Russian language)