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Praha and Moscow

 **NewArtLine s.r.o.:** www.newartline.cz

 **Traditional Soft Drinks:** www.mingaz.cz

Introduction

I can work in Russia and in Europe. I have all the permitting documents. Extensive experience in international trade and payments.

Experience

09/2014 - until now

Director / Executive

NewArtLine s.r.o.

Developing the main goals of the company, managing employees, setting goals for them, communicating with government agencies, controlling accounting, communicating with bank officers, FA. Wholesale international trade (food, electronic components). Work with partners' accounts payable and receivable. Communication with partners, preparation of documents - contracts in English, Czech and Russian.

Creation and maintenance of news portals: www.livenes.cz (sold), www.чеши.рф (closed). Design development and customization of the company website.

02/2017 - 06/2019

Responsible person

Traditional Soft Drinks (NewArtLine s.r.o.)

Communication with stores, organizing the delivery of goods, promoting goods at festivals and other public events, selling goods, managing a warehouse, preparing various documentation and promotional materials. Creation and management of the website www.mingaz.cz and online store www.mingaz.online (closed from 2019).

07/2009 - 11/2015

Director / Executive

OLiViER s.r.o.

Development of business goals, communication with government institutions, personnel management, setting goals for employees, accounting. Management of the news portal www.iLoveCZ.ru.

Communication with partners, preparation of documents - contracts in English, Czech and Russian. Development of promotional activities for

partners, communication with printers, graphics, designers, management of promotional materials. Cooperation with hotels, CK and CA, preparation for public contracts and subsequent participation, participation in fairs abroad. Active ticket sales via aaabilet.cz. Creation of a tourist information point - Spravočnaya N1. Delivery and organization of distribution of promotional materials in more than 300 locations in Prague and Karlovy Vary. Communication with reporters and much more.

07/2006 - 09/2014

Director

OOO StroiPromCentr

06/2006 - 01/2015

Director

OOO STROIIPROMCENTR (Russia)

Wholesale trade in building materials (cement), international trade (food, other goods). Developing the main goals of the company, managing employees, setting goals for them, communicating with government agencies, controlling accounting, communicating with bank employees, creating a plan for working with partners in Russia and abroad, FA. Work with partners' accounts payable and receivable. Communication with partners, preparation of documents - contracts in English, Czech and Russian.

The company's annual turnover is more than 900 million rubles.

Knowledge and skills

Languages:

Russian (proficient)

English (intermediate)

Czech (intermediate)

Driving licenses:

B

C

D

E

Active driver

Education

Level of education

University

1995 - 1999

MUI MVD Ruska

Law, legal and public administration activity

Higher education in security, criminology, law. Early passing of exams.

1991 - 1995

MGIDA

Economics and Administration

Accounting, macroeconomics, microeconomics, FoxPro programming,
working with databases, clerk/assistant.