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| **Personal details** |  |
| Name | Borisov Konstantin |
| Address | Apt.145, 10 Nevskaya Street,  Volgograd, 400087  Russia |
| Tel.: | +7-905-396-64-41 |
| e-mail | rocket\_92@inbox.ru |
| Date of birth | 20 May 1992 |
| Age | 22 |
| Martial status | Single |
| Nationality | Russian |
| **Objective** | To work for an interesting and prestigious company,  To improve my professional and administrative level. |
| **Education** |  |
| 2013- present (2015 gr.)  2010-2013  1999-2010 | Volgograd Agricultural Academy – Mechanical Engineering Faculty  Specialist’s Degree  Volgograd Polytechnical Institute – Chemical-Technological Faculty  Gymnasium №1, General Certificate of Secondary education |
| **Work experience** |  |
| 03.02.2014 -25.04.2014  28.08.2013 – 12.09.2013  04.07.2013 – 23.08.2013  01.11.2012 -25.02.2013  26.03.2012 – 28.05.2012 | Limited company “Galaxy CN” – a bartender  Limited company “National Service of enforcing payment” – a specialist  Limited company “Sport-time” – a bowling operator  Limited company “Infotell-Service” - a specialist of telemarketing  Limited corporation “McDonald’s” – a member of the restaurant staff |
| **Computer skills** | Microsoft Office, Adobe Photoshop, Adobe After Effects, Sony Vegas Movie Studio. |
| **Language proficiency** | English – Upper-Intermediate |
| **Other skills and occupations** | I have a driving licence, a member of the International Bartender Association |
| **Personal qualities** | initiative;  attentiveness;  accuracy;  skills to build mutually beneficial relationships with customers;  responsibility;  self-confidence;  ability to focus on the main;  skills to conduct successful negotiations with customers;  punctuality;  inclination to teamwork;  ability to quickly learn and remember new information;  ability to persuade and negotiate;  ambition;  work creatively;  self-improvement;  analytical skills;  flexibility of thinking;  good diction;  ability to organize people for the tasks;  business communication skills;  organizational skills;  attractiveness;  self-criticism;  ability to make decisions;  honesty;  resistance to stress;  the ability to find a common language with clients;  My personal interests include classical literature reading, independent travel, photography, web design, board games and modern jazz, also learning to play piano. |