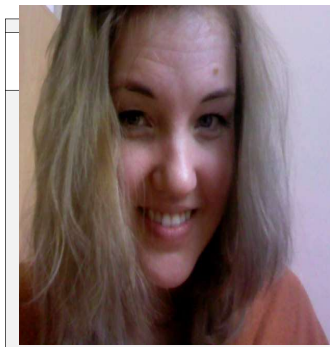


CV



Personal Data	
First & Last name	Nadiia Lazurenko Yarci
Nationality/ Gender	Ukrainian Female
Country & City of residence	Georgia Tbilisi
Date & Place of birth	06.10.86 Kriviy Rig
Status/No. Children & Age	Divorced Son
Phone (Home/Cell)	+995597723052
E-mail	h.lazurenko@gmail.com
Skype	lazurjuwka1
Language English/ Ukrainian/ Russian	Fluent
Computer knowledge	Professional user

Education	Specialization (degree)	Month & Year of registration & graduation		City/ Country
Krivorihszkiy Pedagogical University	Philology/Specialist teacher of English and German languages and foreign literature	2003	2008	Tbilisi/georgia

Work Experience			
Position	Teacher of English language		
Company's name	Speak Up school (Arcelor Mittal)		
Period (M/Y) / City&Country	01.12.2014-15.02.2015	Kriviy Rig	Ukraine
Responsibilities (describe)	Studying the material with students according to the school program		

Position	Specialist of the Department assorted lading		
Company's name	LLC" F.S. MACKENZIE UKRAINE "		
Period (M/Y) / City&Country	26.08.2013-31.10.2013	Kiev	Ukraine
Responsibilities (describe)	<ul style="list-style-type: none"> • Collecting goods from Europe; • Planning shipments of cargos from bonded warehouse to Ukraine, control of delivery; • Monitoring and preparation of supporting documents; • Transport searching; • Work with claims 		

Position	Director		
Company's name	LLC"EVROSTANDART SERVICE"		
Period (M/Y) / City&Country	01.06.2011-23.08.2013	Kiev	Ukraine
Responsibilities (describe)	<ul style="list-style-type: none"> • Effective managing of the unit; • Ensuring procurement of goods (planning, fixing orders with suppliers, control of shipments); • Monitoring and preparation of supporting documents for import and export delivery of goods in Ukraine; • Control of custom clearance operations; • Conducting business negotiations with foreign suppliers; • Carrying out of balance reconciliations; • Work with claims 		

Position	Deputy of the director		
Company's name	LLC"EVROSTANDART		
Period (M/Y) / City&Country	02.03.2009- 30.05.2011	Kiev	Ukraine
Responsibilities (describe)	<ul style="list-style-type: none"> • negotiating with suppliers, • interaction with carriers • control delivery time, • control of settlements with counterparties, • the development of optimal supply • routing and timing path, costs calculation, • support all the documents for transactions (preparation of documentation, contracts, reports) • custom clearance of goods, • Coping disputes with service companies 		

Position	Manager of open projects department		
Company's name	LLC "Business Education Alliance		
Period (M/Y) / City&Country	28.08.2008- 30.10.2008	Kiev	Ukraine
Responsibilities (describe)	<ul style="list-style-type: none"> • organization of workshops and training programs, • organization of the examination activities; • preparation of reports for accounting, for the founders; • calculations of royalties; • business correspondence; • visa documents; 		