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| **Name, Last name:**  **Date of birth:**  **Marital status:** | Azat Adilov  09.05.1989  Single |
| **WORK EXPERIENCE:** |  |
| *16 October 2012 – 1 July 2013,*  *Nukus*  *17 February 2014 – 14 April 2015 Akcholak settlement, Kungrad district, Karakalpakstan*  *1 November 2015 – 1 January 2016, Nukus*  *23 February 2016 – 30 May 2016, Karakul, Bukhara*  *1 June 2016 – present,*  *Karakul, Bukhara* | Administrator of the Hotel “Rahnamo”   * Placing guests into rooms, booking, documentation * Registration, report (daily, monthly), confirming the books, responsible for cleanness, information accuracy * Adverting the Hotel, attract attention of guests * Take measures on complains of guests   Office worker and QC/QA Assistent in «Young Hwa» Co. LTD   * + Writing Daily and Monthly Reports about building conditions, workers quantity, amount of work for the main office in Korea in the English language, preparing QC/QA documents   + Writing daily plan, go around the area of building every day (10 km), take photos of work process   + Work for 3 months in personnel department, take new workers on work, writing monthly report for “InFin” bank, preparing documents to take plastic cards   + Translator between local workers and Koreans   Administrator of the hotel “Jipek Joli”   * Placing guests into rooms, booking, documentation * Registration, writing reports (Daily, Monthly), comfirming the books, responsible for cleanness, information accuracy * Adverting the hotel and “Amet and Ayimkhan Shamuratovs” museum, attract attention of guests * Take measure on complains of guests, check Wi-Fi and TV working, preparing for seminars, lunch & coffee break   Assistant Manager of Steel Structure in Inbang Co. Ltd.   * + preparing QC/QA documents, RFI documents   + keep log books   + print out drawings   + participate in all Inspections   + Translator between local workers and Koreans   Assistant Manager of Planning Team  Preparing, translation of letters to Russian from English, Uzbek and vice-versa   * + Sending Daily Report   + Prepare Environmental Monthly Report, Monthly Report   + Keeping Letters and Letters Registration   + Translator between local workers and Koreans |
| **EDUCATION:** |  |
| December 2015 - present  2008 - 2012  2004 - 2007  1995 - 2004 | Moscow Technology Institute, Information Management**,** by the Internet  Karakalpak State University, Faculty of Foreign Languages, English department  Academic Lyceum #1  School #7 |
| **KNOWLEDGE OF LANGUAGE** |  |
|  | Karakalpak – native  Uzbek, Russian, English – fluently |
| **COMPUTER SKILLS** |  |
|  | MS Windows, MS Office: Word, Excel, PowerPoint, Outlook, Access, Internet, E-mail etc. |
| **PERSONAL QUALITIES** |  |
|  | Orderliness, honesty, patience, communicability, punctuality, aspiration for doing better the tasks |

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| **Azat Adilov – CV No 1945008**  To interview this candidate, please send your company name, vacancy and salary offered details along with this or other CV Reference Numbers that you may have short listed from  <http://www.gulfjobseeker.com/employer/cvdatabasepaid.php>  addressing to HR Consultant on [cvcontacts@gulfjobseekers.com](mailto:cvcontacts@gulfjobseekers.com)  We will contact the candidates to ensure their availability for your vacancy and send you our service HR Consulting Fees quotation for your approval. Whatsapp +971504753686  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |