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| **Name, Last name:****Date of birth:****Marital status:** | Azat Adilov09.05.1989Single |
| **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
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| **EDUCATION:** |  |
| December 2015 - present2008 - 20122004 - 20071995 - 2004 | Moscow Technology Institute, Information Management**,** by the InternetKarakalpak State University, Faculty of Foreign Languages, English departmentAcademic Lyceum #1School #7 |
| **KNOWLEDGE OF LANGUAGE** |  |
|  | Karakalpak – nativeUzbek, 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.comWe 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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |