

**PERSONAL DETAILS**

*Nationality: Turkmenistan*

**AREAS OF EXPERTISE**

*Goal setting analysis*

*Production efficiency*

*Account management*

*Safety compliance*

*Manufacturing engineering*

*Tooling fixture*

*Office management*

*Team leadership*

*Goal setting analysis*

*Market competition*

*Strategy development*

**PERSONAL SKILLS**

*Resourceful*

*Multi-tasking*

*Analytical*

*Team Leader*

*Ambition*

*Creative*

*Diplomatic*

*Responsible*

*Flexibility*

**Hemra**

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**PERSONAL SUMMARY**

A positive, engaging and action oriented professional who is able to excel in an ambitious and continuously changing competitive environment. An engineer with experience in diverse manufacturing and production environments. Worked in demanding and high profile positions where had to determine the most effective way of optimizing facilities and have the technical depth needed to help drive solutions to complex engineering challenges. I can successfully manage multi-disciplined technical teams.

Key skills: improving product development processes, solving problems with limited resources.

Looking for a suitable position with a company that offers significant local and international career development opportunities.

**WORK EXPERIENCE**

***Vegetable processing plant “Parahat” Ashgabat Turkmenistan***

**Automation Engineer 08/2015 – 01/2017**

* Producing high quality engineering documentation.
* Presenting reports on engineering activities.
* Oversee quality system implementation and daily operations.
* Conceptualize production improvements including equipment fixtures and tooling.
* Perform testing procedures to ensure that machines work optimally during the

production procedures.

* Delivering productivity targets.
* Tracking project schedule to ensure adherence to timelines.
* Providing weekly updates and monthly reports to senior managers.
* Participate in maintenance activities and other related projects.

ACHIEVEMENTS

* Trained new hires as machine operators and mentored apprentices to perform effective operating procedures.

***Education Center “Soltan Dag” Ashgabat Turkmenistan***

**Math Teacher 10/2014 - 01/2017**

* Comprehend each students’ individual needs for understanding complex mathematical concepts.
* Thoroughly go through existing mathematics curriculum and create supportive lesson plans.
* Implement lesson plans to groups of students by concentrating on their individual abilities.
* Incorporate different styles of teaching to attract and capture students’ attention.
* Use strategies for students in clearing difficult mathematical concepts with ease.

ACHIEVEMENTS

* My student entered to the International Oil and Gas University,

Ashgabat Turkmenistan, 2016.

***Juice factory “Parahat” Ashgabat Turkmenistan***

**Engineer - Operator 06/2014 - 08/2015**

* Plan and assign work tasks in order to meet production goals efficiently.
* Perform preventive maintenance, inspection and lubrication tasks.
* Load raw materials on to machines as instructed.
* Perform limited quality control, random tests checks as directed to ensure accuracy.
* Inspect and remove defective products and packaging material.
* Provide assistance in repairing machines as instructed.

ACHIEVEMENTS

* Attained senior apprentice position within three months.

**Trainings**

*Leadership training*

*Ashgabat Turkmenistan 2015*

*Language courses*

*Alicante Spain 2013*

*Training of personal growth*

*Moscow Russia 2013*

*Training on sales techniques*

*Moscow Russia 2012*

**Languages skills**

*Turkmen – native*

*English – fluent*

*Russian – fluent*

*Turkish – Intermediate*

***Real Estate Agency Zhetigen Ltd. Moscow Russia***

**Property Consultant 03/2012 – 02/2014**

* Advise clients on market conditions, prices, mortgages, legal requirements and related matters.
* Tracking the consistency with rent obligations and conflict resolution between

lessors and tenants.

* Cooperating with the owners of the houses and helping them to solve their problems

related to housing.

* Present purchase offers and interview clients to determine demand.
* Coordinating work activities with team members and executives.
* Ensure that all property related paperwork is complete and accurate.

ACHIEVEMENTS

* In Strategic sales and market planning.
* In account relationship management and development.
* In development of alternate channel.

**ACADEMIC QUALIFICATIONS**

Master of Engineer of Automated Information and Management Processing System

**Moscow State University of Technology «STANKIN»** **Moscow Russia**

 **09/2008 – 12/2013**

Achievements

* Third place in the Mathematics Olympiad, Moscow State University of Technology «Stankin», 2009.