|  |  |  |
| --- | --- | --- |
|  | Temirzhan Email: [temirzhan.369640@2freemail.com](mailto:temirzhan.369640@2freemail.com) | *C:\Users\Temirzhan\AppData\Local\Microsoft\Windows\INetCache\Content.Word\Photo.jpg* |

##### Business Analyst

**Economist | Auditor | Financier**

Experienced Business Analyst skilled in achieving operation efficiencies and apply strategic skills to solve challenging issues in the spheres of management, economics, and audit. Technically savvy and a quick study in emerging technology, able to quickly assess and utilized the appropriate response to meet the specific needs of the business requirement at hand. Multilingual in English, Russian, Kazakh, French, Spanish.

|  |  |  |
| --- | --- | --- |
| * Big Data Analysis * Graphing Software * Technical Writing * Change Management | * Project Management * Competitive Intelligence * Forecasting & Planning * Advanced Excel Modeling | * System Development Life Cycle * Cost-benefit Analysis * Economic Relationships * Strategic Planning |

# Professional Experience

**Drago LLP,** Astana, Kazakhstan May 2016 – March 2017

***Founder, Financial Manager***

* Created and maintained company’s financial statements, reports and oversaw the financial management operations of the organization for its two locations.
* Responsible for monitoring and interpreting cash flows and predicting future trends.
* Developed investment plan, followed the plan, and reached 36% return on investments.
* Implemented changes in the costs of production through negotiations with vendors which lead to a 19% profit increase.

**Ernst & Young, Assurance Department,** Astana, Kazakhstan January 2016 - April 2016

***Client Serving Contractor***

* Streamlined financial processes and introduced process improvements that enhanced productivity.
* Provided data analysis and financial audits.
* Successfully worked with staff in improvement skill sets to create efficiencies in overall workload and time management.
* Key player in cutting costs for the company by 22%, regarding costs of particular engagements, by projects being completed ahead of schedule.

**Astana City Administration,** Astana, Kazakhstan August 2015 – December 2015

***Purchasing Department Specialist***

* Streamlined experience in competitive bidding, procurement, and vendor negotiations, with a focus on reduction of funds spent during procurement process.
* Performed demand forecasting and consistently maintained appropriate technology specifications.
* Assisted in the reduced expenses of 14% without loss in quality and quantity of purchased services and products.
* Participated as the company media relations person speaking in pubic and on national television multiple times.

# Education & Credentials

**Bachelor of Arts in Economics**, Nazarbayev University, Astana, Kazakhstan, 2015