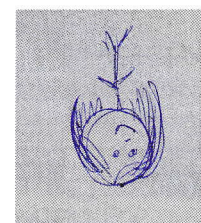


PERSONAL INFORMATION



KRISTINA SAAG
Mati 53-41, Pärnu, Estonia
☎ +372 5171041
✉ kristinas24@gmail.com
www.kristina-saag.com
1983
Sex female | Date of birth 25.05.2000 | Nationality Estonian

JOB APPLIED FOR

~~Personnel manager~~ Personal manager

POSITION

PREFERRED JOB

STUDIES APPLIED FOR

WORK EXPERIENCE

Replace with dates (from - to)

2004 - 2006 Personal manager in info technology company
2007 - 2009 Personal manager in creative industries company

EDUCATION AND TRAINING

Replace with dates (from - to)

MASTER IN PERSONAL MANAGER
IN ESTONIA 2002

PERSONAL SKILLS

Mother tongue(s)

Estonian

Other language(s)

Replace with language

ENGLISH

Replace with language

PORTUGUESE

UNDERSTANDING		SPEAKING		WRITING	
Listening	Reading	Spoken interaction	Spoken production		
B2	B1	B2	B2	A2	
B2	B1	A2	A1	A2	

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
Common European Framework of Reference for Languages

Communication skills good command of personal processes

Organisational / managerial skills good command of Microsoft Office™ tools

Job-related skills communication and organisation

Computer skills I can use Power point, Excel tables and word

Other skills photography, ~~and~~, painting

Driving licence B & C1

ADDITIONAL INFORMATION

Publications ~~selected~~ business interested women club 2010 - 2016

Presentations

Projects Future in our hands, Febra 2016

Conferences How to be good at what you do, Edinburgh 2008

Seminars

Honours and awards

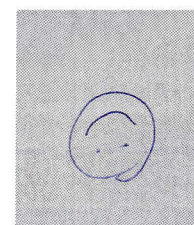
Memberships

References

ANNEXES

• copies of degrees and qualifications
• publications or research

PERSONAL INFORMATION



LINDA PUŠOVA
 ZA POŠTOU 1189/44, HLDOHOVEC 820 01
 +421 948 955 221
 lindapuskova@gmail.com
 www.facebook.com/linda.puskova

Sex F | Date of birth 20.04.1998 | Nationality Slovakia

JOB APPLIED FOR

secretary
 boss's secretary

PREFERRED JOB

business & economy

WORK EXPERIENCE

2014 - 2016 - administrative work in a business company

EDUCATION AND TRAINING

2014 - present - Oxford university
 2009 - 2014 - bilingual grammar school

PERSONAL SKILLS

Mother tongue(s)

slovak

Other language(s)

~~French~~

Replace with language

English

Replace with language

~~German~~ French

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
 Common European Framework of Reference for Languages

Listening	Reading	Spoken interaction	Spoken production	Writing
C1	C1	C1	C1	C1
B2	B2	B2	B2	B2

Communication skills good communication skills gained through my experience as administrator

Organisational / managerial skills planning of some events

Job-related skills planning & discipline

Computer skills windows office program Pascal

Other skills Photoshop program drawing, cooking, taking photographs

Driving licence B

ADDITIONAL INFORMATION

Publications writing articles in university newspapers

Presentations

Projects PE: "Fight against discrimination"

Conferences

Seminars

Honours and awards

Memberships

References

ANNEXES

PERSONAL INFORMATION



Oyku BATI
 Güllük street, Atasoy Apartment Antalya/Muratpaşa 07000, Turkey
 0512 78084 44
 oyku@icloud.com
 oyku@icloud.com
 oyku@icloud.com

Sex Female | Date of birth 22.06.2000 | Nationality Republic of Turkey

JOB APPLIED FOR

I preferred job Store Manager in the Home Contents Store

PREFERRED JOB

STUDIES APPLIED FOR

WORK EXPERIENCE

Replace with dates (from - to)

EDUCATION AND TRAINING

Replace with dates (from - to)

International Master Of Interior Architecture (2014-2016)
 University Of Mimar Sinan - Istanbul (2010-2014)
 - Interior Architecture Design Department
 Muratpaşa Türk Telekom High School - Antalya (2006-2010)

PERSONAL SKILLS

Mother tongue(s)

Turkish

Other language(s)

Replace with language

Replace with language

UNDERSTANDING		SPEAKING		WRITING	
Listening	Reading	Spoken interaction	Spoken production		
B1/2	B1/2	A1/2	A1/2	C1/2	
Turkish					
A1/2	A1/2	A1/2	A1/2	A1/2	
French					
Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user					
Common European Framework of Reference for Languages					

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
 Common European Framework of Reference for Languages

Communication skills Good communication skills gained about gestures, speaking and body language.
 Leadership (currently responsible for a team of company.)
 Organisational / managerial skills

Job-related skills Good command of quality control in companies.
 Hand drawing and computer drawing.

Computer skills Good command of AutoCAD tools.
 Good command of Microsoft office tools.

Other skills Fashion, Accessory and Home contents Design.

Driving licence B

ADDITIONAL INFORMATION

Publications

Presentations

Projects

Conferences

Seminars

Honours and awards

Memberships

References

ANNEXES

Testimonial of employment.