

ACELINA V. KUCHUKOVA

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Date of birth: April 7th, 1983
Marital status: Single

EDUCATION

October 2009 Candidate of Economic Science.
May 2008 Master of Business Administration (MBA) Program.
May 2006 Bachelor of Science in Business administration and Accounting Standards.
Kazakhstan Institute of Management, Economics, and Strategic Research (KIMEP).

- Major in Finance
- Cumulative GPA 3.83
- Minor in Accounting
- Member of student council in KIMEP

EMPLOYMENT

Director 2007 – 2012
Alfa Business Almaty, Kazakhstan

- Negotiations with partners, making an agreements, contracts.
- Solving of day-to-day organizational issues, controlling of outcomes and incomes of company, conducting of business correspondence.
- Planning of staff work and controlling of implementations, hiring and discharging of staff.

Sales Manager January 2008-2009
Nautilus Hyousung Corporation Almaty, Kazakhstan

- Work with client basis, searching and attraction of new clients, negotiations with management of banks and other organization, correspondence, making contracts.
- Gained significant experience in sales and promotions while assisting with biannual trade shows and events.
- Directed in the creation of informational bulletins, and various other types of administrative marketing campaigns.
- Was involved in Distributing materials for ATM machine.

Director February 2006-2008
Fashion TV Model School Kazakhstan Almaty, Kazakhstan

- Coordinating daily activities of the whole School.
- Working with clients etc.
- Organization of Model Awards, also organization of fashion shows and corporate events.

Administrative Assistant April 2004-July 2004
KBTU University Almaty, Kazakhstan

- Coordinating daily activities of subordinated departments, correspondence management.
- Advanced document translation, interpretation, and design semi-annual presentations of subordinate departments for the entire academic years of 2004.

Sales Manager, Translator (Russian- English) Summer 2003
Company Kangaroo Plastics Almaty, Kazakhstan

- Product promotion, participation in advertising campaigns and shows.
- Work with potential clients, product presentation, production and using counseling.
- Keeping and widening of client basis.

Internship Position, Assistant Summer 2002
Altyn-Orda (affiliate of Bank Turan Alem) Almaty, Kazakhstan

- Gained significant experience in evaluating creditworthiness of clients.
- Working with clients.

Internship Position, Assistant Summer 2001
Tax Committee of Medeu District Almaty, Kazakhstan

- Assisted the Registration department and gaining Tax Registration number.
- Show accounting skills and ability to explain to people how to form the blank.

Internship Position, Assistant Summer 2001
KLM Airways Almaty, Kazakhstan

- Showed good knowledge of English, Kazakh and Russian languages and communicative skills.
- Analyzed data received during flights.

Promotion agent
Intermedia Kazakhstan
Advertising agency

- Creation of Client Brief to advertising agency.
- Shaped business portfolios describing customer identifications, market segmentation, customer segmentation (SRI VALS, psychographics, customer profitability focused, sub-cultural, hybrid, Foot-Cone-Belding (FCB) Grid, adopter categories), group influences on consumer behavior; service modifications and line extensions, peer group analysis (perception map), SWOT, PEST analysis, preparation of communication campaigns and media planning, positioning, pricing and distribution strategies.

Professional Model 1998 – present time

- Miss Presentation of Astana city (Image Group of the Astana Akimat) 1998 Astana, Kazakhstan
Meeting Chiefs of Government during Astana city presentation.
Participation in opening of new centers in Astana.
Meeting of Kazakhstani and international performers, stars.
- Elite model agency «Vidi Vici Central Asia» Top Face 2000 Almaty, Kazakhstan
Diploma of model school graduating.
(Art, Defile, Visage, Plastique, Etiquette)
- 5-th place on Fashion TV Model Awards 2003 Cannes, France
Selected for several fashion shows, advertisements, commercials
of International Model Agency Fashion TV Model Agency.
- Gran-pri Persona «Pantene» Procter&Gamble Company 2008 Almaty, Kazakhstan
- Participant of Miss Civilization of the World 2008 Stambul, Turkey
- Miss Kazakhstan 2009 Almaty, Kazakhstan
- Participant of Miss World 2010 Hainan, China
- Participant of Miss Universe 2010 Las Vegas, USA
- Participant of Miss Tourism Queen of the Year 2011 Jianxi, China
- Miss Fashion Grace Fashion House International. 2012 Almaty, Kazakhstan
- Miss Fashion Silver Fashion House International 2012 Almaty, Kazakhstan
- Best Actress Fashion House International 2012 Almaty, Kazakhstan

ADVANCED FINANCE AND MANAGEMENT SKILLS

- Preparation of Financial Analysis of the Enterprise during completion of projects on University courses
- Preparation of Reports to Managers on Case Study during completion of projects on University courses
- Research and Analysis of questionnaires, focus groups, interviews during completion of projects on University courses
- Preparation of SWOT Analysis on Case Study during completion of projects on University courses
- Credit Risk Analysis: Evaluation of commercial loan's request.
- Basel I, Basel II
- Measuring Value at Risk by Historic or Back Simulation Approach
- Evaluation the performance of the bank using the ROE decomposition analysis, analyze the bank's financial statements
- Experience with Microsoft Office (Word, Excel, Access, Outlook, PowerPoint), Visual Basic, Front Page, Web-design, HTML, Internet, E-mail-qualified user
- Office Equipment Usage Skills - Fax, Copier, Scanner, LCD Projector

ACHIEVEMENTS AND ACTIVITIES

- Was involved in Public Show organization
- Analyzed problem of ecology in Kazakhstan
- Participated in city Olympiads
- Participated on the Second KIMEP Conference
- Piano, swimming, cross-training, tennis, horse riding, skating, dancing school "TODES"

LANGUAGES

- Kazakh- native
- Russian-fluent
- English- fluent
- French-good
- Turkish-poor
- Latin-poor

WORKING SKILLS

- Administrative
- Communicative
- Computer
- Presentation
- Clerical
- Negotiation
- Troubleshooting
- Driving License: category B