**Resume**

*Personal data*

Kletsko Anastasiya

Stroitelei str. 63-21, Town of Bobruisk,

Respublika Belarus

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Date of Birth: 01.01.1988

Marital Status: married

*Objective*

To obtain a position freelancer that will allow me to use my knowledge and improve it.

*Education*

Belarusian-Russian University 09.2006 – 06.2011

Specialty: Manager-economist

*Work experience*

04.2013 – till now

Maternity leave

04.2011 - 04.2013 –"Heineken" brewery

Position - Specialist in foreign trade

Activities and responsibilities: preparing production reports for Region, different presentations.

*Skills*

MS Word, Excel, Power point, Statistica, Brewery Comparative System (BCS).

Russian: native

English: fluent translation, reading, writing and normal speaking ability