



Pavlo Suka

My Contact

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📍 Tirana, Albania

📷 pavlosuka

Hard Skill

- Data analysis
- Sales presentations
- Copywriting
- Social media
- Microsoft Office
- Language skills

Soft Skill

- Active listening
- Decision making
- Communication
- Multi-tasking

Education Background

- Sami Frashëri High School
High School Diploma
Completed in 2020 with an average of 9.73
- Learn From Fiverr
Certificate in Create and Self-publishing Your Book or E-book
Completed in 2022
- Covenant Baptist Theological Seminary
Bachelor of Divinity in Biblical Studies
2022 - Present (expected to be completed in 2026)

About Me

An Albanian native married to an Irish girl. Experienced in creative writing, content creation, translation, teaching and customer service. Eager to learn new things and face new challenges. Proficient in Albanian, English and Spanish. Passionate about writing, reading, travelling, music and meeting new people.

Professional Experience

Translator | Fiverr and on site

September 2017 - Present

Key responsibilities:

- Translate articles and websites from English to Albanian
- Translate on-site speeches from English to Albanian
- Translate books from English to Albanian

Customer Service Representative | Teleperformance

July 2021 - Feb 2022

Key responsibilities:

- Handling inbound calls in a professional manner.
- Resolving customer inquiries and requests and ensuring strong customer satisfaction.
- Working with various internal teams to ensure prompt and accurate resolution.
- Escalating customer feedback as required.

Freelance Creative Writer | Fiverr

May 2021 - Present

Key responsibilities:

- Complete all writing assignments and related tasks as assigned and on time.
- Write compelling product descriptions, blog posts, essays, letters, business copywriting and social media content.

Private tutor | Tutoroo & Superprof

June 2022 - Present

- Key responsibilities:
- Assist students in improving their Albanian proficiency.
- Provide textbooks and go through them individually
- Prepare lessons based on each student's pace

Achievements

- 2020 "Read a book, win a prize" competition, second place national rank in writing an essay - The ministry of Education
- 2017 The Intelligence Competition, 12th national rank - The ministry of Education