



Curriculum vitae

Personal Information

FIRST NAME / SURNAME Kseniia Kuznetsova
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NATIONALITY Russian
DATE OF BIRTH 25.12.1995
GENDER Female



Work Experience

DATES July 2021 - February 2022
POSITION English teacher
RESPONSIBILITIES Conducted online English classes for middle school students, had regular meetings with parents for some feedback, scheduled classes, selected teaching program and topics
EMPLOYER / ADDRESS Skyeng (<https://skyeng.ru>)

DATES September 2020 - March 2021
POSITION Technical Support Engineer
RESPONSIBILITIES Solved issues related to Microsoft Teams app and Skype for Business, educated customers and informed about updates, hosted special events
EMPLOYER / ADDRESS Wicresoft, Shanghai, China

DATES October 2018 - January 2020
POSITION English teacher
RESPONSIBILITIES Conducted English classes for preschoolers, prepared the materials for classes, provided English speaking surrounding for kids, decorated classrooms
EMPLOYER / ADDRESS Wonderful, Shenyang, Liaoning province China



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DATES	September 2017 - September 2018
POSITION	English teacher
RESPONSIBILITIES	Conducted English classes for preschoolers, prepared the materials for classes, provided English speaking surrounding for kids, arranged meetings with parents, decorated classrooms, conducted holidays and special events
EMPLOYER / ADDRESS	Baowei group, Weihai, Shandong province, China
DATES	June 2015 - July 2017
POSITION	Shop assistant
RESPONSIBILITIES	Consulted customers about clothes, shoes and accessories, arranged stocks, took weekly delivery, made orders for customers, took responsibility for fitting rooms
EMPLOYER / ADDRESS	Zara, Yekaterinburg, Russia

Education

DATES	2013-2017
QUALIFICATION AWARDED	Bachelor degree in English teaching
INSTITUTION	Russian State Vocational Pedagogical University

Skills and Competences

LANGUAGE SPOKEN	Russian
OTHER LANGUAGE(S)	English, basic Chinese
SOCIAL SKILLS AND COMPETENCES	Communicative, proactive, responsible, emphatic and positive person