**Ekaterina Fetisova**

1985.07.07

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**Personal profile**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I am a confident person, possessing strong motivation and desire to work and succeed. I am able to focus and act quickly, presenting myself in a professional manner, excellent inter-personal communication and social skills built through extensive communication with people from different countries and cultures. I am a friendly, mature and flexible individual with strong responsibility, commitment, diligence, and courtesy qualities.

**Work experience**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| July 2002 – Aug. 2008 | **Interpreting for foreign group of archaeologists - Chersonesos, Sevastopol, Crimea, Ukraine**  Interpretation for foreign archeologists, helping to communicate and work with local archeologists during excavations |
| 2005 – 2006 | **English language teaching in school №2** - Sevastopol, Ukraine  Taught English language to kids from 9 to 15y.o.  I made up programs for my lessons using books. I explained grammar and found extra materials in internet to make lessons more fascinating (to improve reading and comprehensive skills on the material they are interested in). I created games and other activities (dialogues, tongue twisters, et) to work on current grammar, vocabulary, and pronunciation. We sang songs and discussed what it was about (audition). |
| 2006 – 2007 | **English language teaching in National Technical University of Sevastopol** - Sevastopol, Ukraine  Explained grammar constructions, worked on new vocabulary, discussed hot topics, read technical articles, checked homework exercises. |
| July 2007 – May 2008 | **Translator/interpreter/manager - dating agency “Julia”, Sevastopol, Ukraine**  Met and communicated with clients, translated their correspondence, interpreted their meetings/tours with foreigners; arranged meet ups and online conferences, booked tickets, hotels. Also arranged transfers from airport to the hotel and back. |
| Feb. 2008 – 2013 | **Guide/interpreter - Sevastopol, Crimea, Ukraine**  I did guiding and interpreting to foreigners (USA/England/Australia), showing places of Crimea. |
| Aug. 2008 – Oct. 2008 | **Consulter/seller - mobile, PC technology store “TellMe”, Sevastopol, Ukraine**  Consulted people, sold items, ran financial account, managed the store in everything. |
| Oct. 2008 – 2009 | **Director assistant - head office «TellMe», Sevastopol, Ukraine**  Helped director to arrange meet ups, ran documents, worked with correspondence and income calls, worked with employees, solved their mistakes, and answered their questions and demands. |
| 2008 – 2009 | **Translator – online freelance work**  Translated Russian-English/English-Russian texts for translating agencies. |
| 2008 – present | **English languages tutor (at home), Sevastopol, Ukraine**  Worked as English tutor to help pupils to improve their reading and speaking skills, to make their marks in school higher. Taught students to be more fluent in oral communication, helped to overcome the language barrier, including the psychological barrier. At home or via Skype. |
| 2010 – June 2011 | **Manager/administrator of SPA zone - fitness club “X-Fit”,** **Sevastopol, Ukraine**  Ran everything in Spa zone (beauty zone, containing sauna, massage/rehabilitation experts, dermatologists, nail experts) - maintain equipment in workable state, buy new equipment and supplies, interview employees, arrange their working schedule, run the documents and papers, run financial accounts, come up with sales and propositions, search for new profitable clients (such as our football team), introducing the whole fitness center. |
| 2010 – June 2011 | **Interpreting** - **fitness club “X-Fit”, Sevastopol, Ukraine**  Met and interpreted for foreign guests (such as American Actor James Cromwell and his wife), showed them fitness center, introduced service we can provide to them. |
| 2011 – 2013 | **Running own online Korean cosmetics shop - “Key beauty”,** **Sevastopol, Ukraine**  Sold Korean cosmetics online (ordered cosmetics at Korean wholesale sites, reselling it in Ukraine) |
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| 2013 | **Administrator/manager - fitness club “Sport Line”, Sevastopol, Ukraine**  Ran documentation and financial account, communicated with clients, worked with employees. |
| Oct. 2013 –March 2014 | **Korean language courses manager/director assistant - “Oriental Languages College”, Sevastopol, Ukraine**  Arranged studies, made advertisements, worked with teachers and students solving their issues. |
| 2014 | **Handwritings typing/adaptation - Sevastopol, Russia**  Retyped on PC old handwriting, verified the facts from it, and corrected mistakes. |
| July 2014 – Feb. 2015 | **Consultant/seller/administrator/ director assistant – kids store “Modnaya Tochka”, Sevastopol, Russia**  Ran head store and controlling other stores via skype during the day, also tested and hired new workers, consulted and sold kids items, also helped to shop trend clothes and accessories for adult stores. |
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| 2015 – Aug. 2016 | **Running offline Korean cosmetic shop - “Key beauty”, Sevastopol, Russia**  Ran my own Korean cosmetics shop, but due to current crisis in Russia I closed it. |
| since 2016 – present | **Beauty expert (hair/eyelashes repair treatment/eyelashes extension) - at home/beauty shop “Nail Art Studio”**  I do hair/eyelashes repaint treatment, help to maintain hair and eyelashes healthy and strong. |
| 2015 – present | **Running online Korean cosmetic shop - “Key beauty”, Crimea, Russia**  I sell Korean cosmetics online, work with clients. |

**Publicity**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

May 2005 – The Participating Reward in **International Student Conference** ‘Recent researching in modern humanitarian studies’ held in English.

April 2011 – **Nu Skin galvanic expert review for Ren-TV/STV**, Spa Zone, fitness club “X-Fit”, Sevastopol, Ukraine.

Since Fall 2015 – **Beauty Youtube videos** in Russian **(currently study video editing)**

youtube.com/channel/UCAITTv41JitOi1ELQdbJ2GA

8 December 2016 – **Korean language studies in Sevastopol interview** for 1st-TV/NTS-TV, Sevastopol, Russia.

**Languages**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Russian** – Native

**English** – Fluent (meetings, presentations, negotiations)

**Spanish** – Working knowledge (conversation, emails, telephone)

**German/ French** – Poor working knowledge (emails, comprehension)

**Korean** – Beginner level (currently study)

**Education**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| 1992 – 2002 | **School #43**, including English language with native speaking teachers, including phonetics, literature, economics, biology, zoology, world history, history of USA, geography; French language - Sevastopol, Ukraine |
| 1999 – 2000 | **American Club speaking practice -** school #43, Sevastopol, Ukraine |
| 2000 | **Certificate of Achievement of the Intensive English Acquisition Course by North American Teachers -** Sevastopol, Ukraine |
| 2002 – 2007 | **National Technical University of Sevastopol “Philology”** - Sevastopol, Ukraine  **Bachelor Degree -** foreign languages (English, Spanish, German, Latin), international literature and culture, (+Master Degree 1 year) |
| 2007 | **English-Russian technical literature translating** - Sevastopol, Ukraine |
| 2005 – 2007 | **Spanish language courses** - Sevastopol, Ukraine |
| 2004 | **PC** **courses** - Sevastopol, Ukraine |
| 2007 – 2008 | **Web Design courses: HTML, Jawa Script** - Sevastopol, Ukraine |
| 2009 | **Administrator/Manager courses** - Sevastopol, Ukraine |
| 2010 | **Eyelashes extensions courses** - Sevastopol, Ukraine |
| 2011 | **Cosmetology “galvanic” courses** - Sevastopol, Ukraine |
| Oct. 2013 – March 2014 | **Korean language courses** - Sevastopol, Ukraine |
| 2016 | **Online video editing courses Premiere Pro CC** - Sevastopol, Russia |
| Jan. 2016 | **Keratin hair repairing/hair polish courses** - Sevastopol, Russia |
| Feb. 2016 | **Keratin eyelash treatment courses** - Sevastopol, Russia |
| Oct. 2016 – present | **Korean language courses** - Sevastopol, Russia |
| 2016 - present | **Self-motivation/self-improvement, “Private life academy of Larisa Renar”** – online |

**Software skills**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Windows, Microsoft Word, Microsoft Excel, Photoshop CC, Premiere Pro CC

**Hobby**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Spending time with my family, gym and yoga, listening to music, watching educational webinars, Korean culture and language, drawing in oils, creating fashion illustrations, handmade necklaces, shooting videos and taking pics, travelling, going to movies, meeting my friends etc.

\*\*\*I have piercing in my lower lip, that could be taken off at work. I have two tattoos (on my hand and on my lower back), which also could be covered by clothes during work