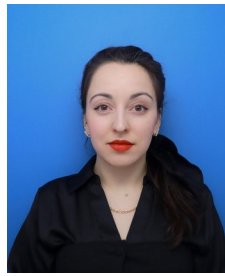


# Anna Shevtsova

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Russian	■■■■■ Native
Spanish	■■■■□ Advanced (C1)
English	■■■■□ Advanced (C1)
Japanese	■■■□□ Upper Intermediate (N2)
Portugues	■■□□□ Elementary (A2)
HTML,CSS	■■■□□ Upper Intermediate

## Work History

August 2022 - January 2024	<b>PR and Hospitality Service</b> <i>Rad Entertainment 株式会社 (KAIDO Group Hldgs)   Tokyo, Japan</i> <ul style="list-style-type: none"><li>Developed strong relationships with key stakeholders, including influencers, community leaders, and corporate partners.</li><li>Enhanced the visibility of the company's affiliated establishments on local and international level, e.g. Jeremiah Tokyo (50BestBars Discovery 2024), Bee's Knees Kyoto (50BestBars Asia 2020-2024).</li><li>Helped with photo and video production and performed visual and sound editing tasks.</li><li>Participated in the creation and refinement of the establishments' cocktail menus.</li><li>Provided mentorship to junior colleagues to facilitate their professional development.</li></ul>
November 2021 - June 2022	<b>Middle and High School Teacher</b> <i>Gymnasium No.1409   Moscow, Russia</i> <ul style="list-style-type: none"><li>Assisted in development of extracurricular activities and special events.</li><li>Increased student comprehension by incorporating real-world examples and hands-on activities into lessons.</li><li>Collaborated with colleagues to develop interdisciplinary lesson plans.</li></ul>
December 2020 - October 2021	<b>Account Manager for EAC Certification</b> <i>WorldWideBridge   Moscow, Russia</i> <ul style="list-style-type: none"><li>Provided consulting services for EAC certification to foreign manufacturers.</li><li>Gained customer trust and confidence by demonstrating compelling, persuasive and composed professional demeanor.</li><li>Kept detailed records of daily activities through online customer database.</li><li>Managed accounting, billing and service delivery matters to maintain and enhance client satisfaction.</li><li>Fielded customer complaints and facilitated negotiations, resolving issues and reaching mutual conclusions.</li></ul>
March 2020 - May 2020	<b>Trainee in Dep.of Financial Risk Management</b> <i>Promsvyaz Bank   Moscow, Russia</i> <ul style="list-style-type: none"><li>Analyzed political, financial and economical system of the assigned countries.</li><li>Calculated and assessed the financial and economical risks.</li><li>Generated reports with SWOT-analysis and conclusions.</li></ul>

## Education

September 2016- June 2020	<b>Bachelor's degree: International Economics And Trade</b> <i>Russian Foreign Trade Academy   Moscow, Russia</i> <ul style="list-style-type: none"><li>English and Spanish - professional</li></ul>
July 2022 - June 2023	<b>Japanese</b> <i>International Study Institute (ISI) Japanese Language School   Tokyo, Japan</i>

## Certifications

June 2019	Cambridge English Level 1 in ESOL International (Business)
December 2023	IBM - Getting Started with Front-End and Web Development
March 2024	Responsive Web Design" by freeCodeCamp

## Interests

Sport (gym, volleyball, snowboard); Languages & travel; Programming; Psychology