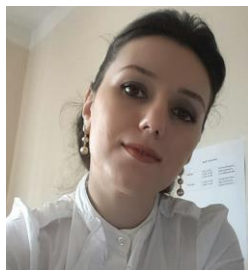


PERSONAL
INFORMATION**Nurana Farhadova**

📍 New Guneshli, Massive D, Building 30/flat 65, Baku, Azerbaijan

✉ nfarhadova@khazar.org

Sex Female | [Date of Birth](#) 25/02/1986 | [Nationality](#) Azerbaijanian

WORK EXPERIENCE

-
- | | |
|----------------------------|---|
| 15.09..2014 - till present | Administrative worker at the English Language and Literature Department Khazar University, Azerbaijan |
| 01.05.2013 - 30.09.2013 | Celt training course, Arabic teacher
- Teaching grammar, sentence structure, reading and speaking skills |
| 12.11.2011- 13.10.2012 | “Intellekt RM” Educational Center, Instructor of English and Arabic Languages |
| 05.09.2010 - 25.08.2011 | Hyundai Company, Accounting, referent |

EDUCATION AND
TRAINING

-
- | | |
|-------------------------|---|
| 21.02.2017 – 23.02.2017 | Seminar in Applied Linguistics and Research Methodology |
| 07.02.2016- 15.02.2016 | Middlesex University, Changing Lives through Mobility and Cross –border Cooperation training, London, Hendon Campus |
| 15.10.2014- 30.12.2014 | English Language Teaching Methodology Workshop, Khazar University |
| 03.04.2010 - 02.08.2011 | “ Intellect RM ” Educational Center, full course of accounting (1C) |
| 15.09.2004- 31.05.2009 | Bachelor degree, Qafqaz University, faculty philology Arabic Language and Literature |

PERSONAL SKILLS

Mother tongue(s) Azerbaijani

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
Replace with name of language certificate. Enter level if known.					
Russian	C2	C2	C2	C2	C2
Arabic	C2	C2	C2	C2	C2
Turkish	C1	C1	C1	C1	C1

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
Common European Framework of Reference for Languages

Communication skills Solid verbal and written communication skills
open criticism and react calmly
tactful and indulgent

Job-related skills Motivated and self –organized
capable of multiple-task activity
readiness for deadline pressure

Personal skills Good at establishing contacts with people
Adaptable to various audiences & environments
Quick Learner

Computer skills MS Office XP package: Word, Excel, Power Point.

Other skills ▪ Developed and extended research skills