

Humay Huseynova



Contact

Address:

Suleyman Sani Akhundov, 5A 34

Phone:

+994505650141

Email:

humayhuseynliblog@gmail.com

hhuseynova@khazar.org

Languages:

English-C1; Russian-B1

Turkish-B2; Italian-A1

Trainings and celebrations

1. ADA's legacy: Women in Informatics; ADA University and Azerbaijan ACM Chapter
2. Master research presentation: Twitter Mining in Healthcare May 4, 2019 ADA University
3. TechLab Project April 6-7 and 13-14, 2019 Youth Academy Azerbaijan
4. Health Conference April 7, 2019 Psychology Scientific Research Institute

Follow me:

<https://thevillagelifeofamoderngirl.blogspot.com/>

<https://www.facebook.com/humay.huseynli.58>

Education

M.S Software of Computer Systems and Networks

Khazar University, 2017-2019, GPA 90

B.S Engineering of Information Technologies and Systems

University of Economics, 2012-2016, GPA 87

Work Experience

Khazar University Rector Assistant - 03/2019 to present

- Facilitates the efficient utilization of the Rector's time through development and coordination of a complex calendar of appointments, meetings, social engagements, and University and community functions with individuals and groups.
- Promotes a positive image of the University by greeting and receiving visitors to the Rector's office.
- Prepares correspondence for distribution or approval and signature, checking the documents for completeness and accuracy

Khazar University Assistant (Division of Graduate Studies and Research) 01/2019 to 03/2019

- Develop and maintain records of all faculty and student publications and other research related achievements
- Prepare all necessary reports for the university's leadership, the ministry, etc.
- Coordinate thesis and dissertation defenses, committees etc., in collaboration with school deans

Tourist guide Show me Around 06/2017 to 07/2018

- Develop tour programming to enhance guest experiences.
- Build personal relationships with guests to promote positive experiences.
- Resolve service-related problems in a timely manner.
- Greet and welcome all guests with a smile.

Internship and Volunteering

The State Agency for Public Service and Social Innovations -06/2019 to 08/2019

Researcher at the department of Innovations and E-government

European Youth Olympic Festival 2019

Medal Ceremonies Volunteer, July 2019

Islamic Solidarity Games Baku 2017

Athlete Accreditation Volunteer, May 2017- June 2017

Sun Corporation

Human Resources Intern, June 2016- August 2016

Formula 1 Baku

Accreditation Volunteer, May 2016- June 2016

European Games Baku 2015

Spectacles Volunteer, April 2015- June 2015