

# Elvin Zaidov

Accountant

*zaidov.elvin@khazar.org*

## EMPLOYMENT

### Supervising accountant

AUURA LLC

*10/2017 - 01/2019,*

*Lerik, Azerbaijan*

*Achievements/Tasks*

- Preparation of Financial StatementsPreparation of electronic receipts
- Preparation of electronic receiptsControl and inspection of the purchase and sale of goods of the stationery warehouse
- Control and inspection of the purchase and sale of goods of the stationery warehouse

### Chief consultant-Chief accountant Livadirge village territorial executive representation of the head of Lerik District Executive Power

*04/2019 - 09/2021,*

*Lerik, Azerbaijan*

*Achievements/Tasks*

- Calculation and transfer of employees' wages, income tax and other social payments, bank transactionsPreparation of monthly, quarterly and annual financial and tax reports
- Preparation of monthly, quarterly and annual financial and tax reportsConducting inventory work of the organization and pre-school educational institution and providing control

### Trainer

Center for Economic Research and Education

*09/2022 - Present,*

*Baki Azerbaijan*

*Achievements/Tasks*

- Preparation of lesson materialsPractically oriented explanation of lessons
- During the course of the lesson, conducting checks with various methods to assess the level of knowledge of the students in the lesson

### Khazar University

Teacher

*2023 - Present,*

*Baku, Azerbaijan*

*Achievements/Tasks*

- Lecturer and seminar teacherOrganization and checking of exams
- Organization and checking of exams

### Azerbaijan University

Teacher

*2023 - Present,*

*Achievements/Tasks*

- Lecturer and seminar teacher

## SKILLS

Word



Power point



Excell



1C 8.3



## EDUCATION

Bachelors (University of Tourism and Management)  
(2013 - 2017)

*Tourism and hospitality*

Master (Khazar University) (2020 - 2022)

*Master Business Administration (Accounting)*

## LANGUAGES

Turkish



English



Russian

