



# Nazila Aliyeva

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**Date of Birth:** 09.08.1995

**Nationality:** Azerbaijani

**Email Address:** nazela.aliyeva@gmail.com

## Academic

**2012- 2016:** Azerbaijan Tourism and Management University,  
Tourism and Hospitality faculty, speciality –Translation  
**2017-2019:** Khazar University, Business Administration and Management

**Master Thesis on Social Entrepreneurship and Sustainable Development  
(The case of social enterprises for Azerbaijan)**

## The Work Experience

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**April-december 2015** **Translator**

The state reserve Icherisheher, administrative building of Shirvanshahs Palace Complex

- Translation of historical materials about Shirvanshah dynasty and Shirvanshah Palace
- Translation of booklets covered information about Historical-Architectural Reserve of Icherisheher
- Research legal, technical and scientific phraseology to find the correct meaning of architectural terms, historical place names, archaic words.
- Translation of the definition part of archeological terms dictionary
- Mastering the principles to be a good guide from professionals

**January-July 2017** **Incoming Manager**

Tempus Travel MMC

Analyzing internal tourism market and define company strategy  
Participating in different exhibitions and holiday shows in order to defining innovations in this field  
Develop e-tourism platforms, including websites, and construct business databases  
Devise and plan tailor-made tours, and arrange itineraries  
Contacting worldwide travel agencies and persuade them working with the company  
Operating negotiations and signing contracts with representatives of the hotels in Azerbaijan  
Organize special and seasonal events and festivals

## Conversation Moderator

**February-June 2018**

IB Club; Talk to Talk Program

Designing the topic and its content questions according to language levels  
Providing students with necessary and key vocabulary  
Contributing them to improve speaking, listening and grammar skills

## Project Coordinator (Freelance)

### March-present 2019

#### Earthpreneurs Azerbaijan

- Maintaining and monitoring project plans, project schedules, budgets and expenditures.
- Organizing, attending and participating in stakeholder meetings.
- Documenting and following up on important actions and decisions from meetings.
- Developing project strategies

### Social Activities and Certifications

Volunteer at European Youth Olympic Games

Event coordinator at ATMU Debate Club Organization

Event coordinator at My Virtual Region project – Creating your own blog

Event coordinator at the exhibition of 28 Frames organized by ATMU

Translator for Green Dot Trade Azerbaijan 2016

Event Coordinator at Baku Edu Forum, Hilton 2016

Event coordinator at Buta art & Sweets Social Business Anniversary Ceremony, Fairmont Hotel 2018

Event coordinator at "Model of Azerbaijani Youth Policy" International Conference Baku 2019

#### Participant of

Global Opportunities in Business and Investment – Istanbul, Turkey

Bio tourism as a sustainable tourism by Nature Friends Azerbaijan 2016

Alternative and renewable energy sources and Ecotourism trainings of Start to Green Initiations 2017

"Promoting Migration Studies in Higher Education" funded by the European Commission (Erasmus+ program) Tbilisi, Georgia 2018

Social Entrepreneurship Camp Project by Social Business Youth Centre 2018

Social Entrepreneurship and Sustainable Development Youth Conference organized by Earthpreneurs Azerbaijan 2018

Sustainable Development Goal – 6, Water Consumption Conference by Oikos Baku 2019

The role of social workers in the conflict resolution (EU initiative- Peacebuilding through Enhancement and Civic Engagement) 2019

### Skills

#### Languages:

- Azerbaijani - Native
- English - Fluent
- Russian – Good working knowledge
- Turkish – Fluent
- Spanish – Basic communication skill

#### Computer skills

- Microsoft Office Packages
- Macromedia Flash, Content Management system
- Adobe Photoshop, Premiere and After Effects
- Internet navigation with excellent research skills

#### Special Interests

- Mountaineering
  - Rock Climbing
  - Hiking/ Trekking
  - Photography and Videography
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