

# Dinara Shutanova

**DATE OF BIRTH:** 27 November 1985

**MARITAL STATUS:** Single

**ADDRESS:** 090005, West Kazakhstan Region, Oral town, 75 Dzhabbala street, apt.10

**CONTACT PHONE:** personal – 8 (777) 564 23 30

**EXPERIENCE:** 2008 March – up to now work in “**Dietsmann S.P.A.**” Kazakhstan branch (West Kazakhstan Region, Aksai Town) as an  
– **Administrator**

2006 August – December work in “**Centre Lingvo**” LLP as a  
– **Translator**

**EDUCATION:** 2003 – 2007 higher education, graduated from the West Kazakhstan State University after M. Utemissov in Oral City, Foreign Languages Department, courses included Ecology, Teaching Methodology, Foreign languages and PC science, etc...

**SPECIALITY:** 2000 – 2006 European School of Education by Correspondence, completed English courses – beginner – intermediate – advanced levels  
**Teacher of English and French Languages.**

**LANGUAGES:** Kazakh - elementary  
Russian - fluent  
English - fluent  
French – elementary

**APPLICATIONS:** MS Word, MS Excel, Internet, Microsoft Outlook.

**CHARACTERISTICS:** hardworking, and disciplined, purposeful from the beginning to the successful end.

**HOBBIES:** reading books, listening to the music