




Sergei Kosiakov

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Eligible to work in the EU 

EXPERIENCE

➤ 02/2020 – PRESENT **Freelance Tutor / Remote**

- Teach languages via videocall
- Prepare materials and exams
- Improve conversation skills
- Build strong relationships

➤ 09/2018 – 01/2020 **Sales Representative / Express - Russia / China**

- Analyze market demand and feedback, market demand forecasting
- Collect market info, set up prices
- Take charge of customer business negotiations and participate in signing business contracts and agreements

➤ 07/2017 – 01/2020 **ESL Team Leader / Little Harvard - Harbin, China**

- Coordinating with a team of teachers
- Class administration, record details of classes delivered and follow-up
- Conduct oral/written tests and advice
- Plan lessons and classroom activities
- Assist in school's promotional events
- Maintain student and class records
- Lead meeting with parents

➤ 12/2014 – 06/2017 **ESL Teacher / Crystal School - Harbin, China**

- Conducting oral placement tests and recommending level changes
- Plan lessons and classroom activities
- Maintain student and class records

➤ 07/2012 – 08/2014 **Laboratory Technician / KnASTU, Russia**

- Preparation of samples for analysis
- Sample extractions
- Determining the volume of samples
- Prepare reagents for lab use and shipment
- Maintaining clean laboratory areas

➤ 2011 – 06/2012 **Surveyor / Russian Air Force - Komsomolsk, Russia**

ABOUT ME

I have experience effectively cooperating in an international environment and establishing contact with people from different backgrounds. I fluently speak Russian and English and have a conversational level of Chinese. As a results-oriented individual I keep calm in challenging situations and quickly come up with simple solutions. Furthermore, as a self-motivated person who worked and studied at the same time I developed a sense of urgency for efficiently manage my time. In addition, I have strong analytical skills and as a Chemistry student, policies and procedures have provided the roadmap for my day-to-day operations. I have excellent computer skills and great command of MS Office and in my free time I do enjoy learning new skills like web design and SEO optimization. At the moment I am looking for a stable position in a company where I can grow.

LANGUAGES

Russian Native
English Fluent
Chinese Intermediate
Spanish Basic

EDUCATION

- ❖ DEC 2018 **MSc, Materials Science & Engineering**
Harbin Engineering University
 - Full Scholarship for Master Degree Studies
 - Thesis: Corrosion Resistance of benzoxazine resins and cyanate ester
- ❖ JULY 2015 **Chinese Language and Literature**
Harbin Engineering University
 - Full Scholarship for Chinese studies
 - Member of a Student's Union
- ❖ JULY 2011 **BSc, Chemical Technology/Technician**
Komsomolsk-on-Amur State Technical University

SKILLS

- Analytical Reasoning
- Business Analysis
- Sales Management
- Problem Solving
- Customer Service
- Microsoft Office
- Contract Negotiation
- Web Development
- Self-Motivation
- Troubleshooting