



SERGEY PAVLYUK

EDUCATION

Hogeschool Holland

Diemen, the Netherlands

Bachelor of Business Administration

Internship 2002-2003, graduating in summer 2004

Courses taken: financial and cost accounting, economics, business communication, business environment analysis, management development, information systems, international marketing, business organization management

Kharkov State Polytechnic University

Kharkov, Ukraine

Specialist-master degree in financial management

Graduating in July, 2002, distance studying

The topic of dissertation: "Methods of controlling and planning for energy-saving technologies".

Courses taken: financial management, controlling, management of innovations, IT in business, mathematical modeling,

Kharkov State Polytechnic University

Kharkov, Ukraine

Bachelor degree in management

Graduated July, 2001

The topic of the dissertation: "Evaluation of investment project at enterprise"

Other researches: investment activity for the emergent economies, optimization of the staff potential, business plan simulation.

Courses taken: theory of probabilities, mathematical analysis, mathematical programming, statistics, accounting, business ethics, theory of insurance, organisation and planning of import-export activity, management, marketing, customs regulations.

Lyceum No 174

Kharkov, Ukraine

Equal to high school degree

Graduated in 1995. Honor degree

Courses taken: business studies, computer studies, world's history, algebra, geometry, introduction to mathematical analysis.

School No 29

Kharkov, Ukraine

Period of studying: 1987-1995

Courses taken: English, arts, physics, chemistry, biology, literature, music (guitar), mathematics

OTHER COURSES

1998 – the certificate of bank accountant

2001 – driver's license



EMPLOYMENT EXPERIENCE

"Hobbit"

Diemen, the Netherlands

ICT service desk assistant

October 2000 - at present time

Handled the help desk, call center. Provided user's support for Windows NT, Windows 2000, Microsoft Office 97-XP, Adobe applications, Macromedia applications, DOS. Assisted marketing research for business plan, based on idea of opening a computer shop in Hogeschool Holland.

"New Bavaria" brewery

Kharkov, Ukraine

Project manager

July-August, 2000

Formed a group of people to investigate the ways of planning and forecasting VAT (Value Added Tax) appropriate to the seasonal fluctuations of the output of the factory. Reported to the director of the brewery. The strategy implemented simplified the process of forecasting.

"Dergachi Turbine Factory"

Dergachi, Ukraine

Accountant

March 1999 - July 2000

Supervised the accounting department. Increased the level of automation of accounting process, was responsible for the Income tax and Value Added Tax planning. Participated in the team which was responsible for integrating ERP (Enterprise Resource Planning) system at the factory.

"Vostok" ltd

Kharkov, Ukraine

Applications programmer

February 1998 - March 1999

IT support to accounting department. Participated in the automation of the accounting process.

COMPUTER SKILLS

Microsoft Windows 3.*, 95, 98, NT, 2000, XP. Microsoft Office Family, versions 95-XP (including Ms Project, Access and Visio).

Adobe Acrobat, PageMaker, Go Live, Illustrator.

Macromedia Dreamweaver, Fireworks.

HP Openview IT Service Manager.

Computer languages: Basic, Pascal, HTML, basic Java, internal language of "1-C Accountancy" application.

Strong knowledge of database theory.

LANGUAGES

Native Speaker of Russian and Ukrainian. Fluent English. Basic Dutch

INTERESTS

Traveling, disco's, snowboarding, billiard, tennis, reading, RPG games, cooking

PERSONAL INFORMATIONAL

Date of birth: 08, june, 1980. Place of birth: Kharkov, Ukraine. Nationality: Ukrainian.

References are available upon request