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|  |  | **ASLI ÖRNEK****Accounting Specialist** Örnek Sok. No. 1 Ortaköy - Beşiktaş / İSTANBUL GSM: (532) 1111111 - Home: (212) 3333333 asliornek@gmail.com |  |

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| 04/2014 - Working07/2007 - 03/201409/2005 - 06/200709/2001 - 06/200509/1997 - 06/200120072006 | **WORK EXPERIENCE****ABC Danışmanlık A.Ş. / İstanbul****Accounting Specialist**Keeping the accounting records. Following up the bank and credit operations. Integrating Netsis software. Increasing the efficiency of the accounting operations by 10%.**XYZ Mali Müşavirlik Ltd. Şti. / Ankara****Accounting Specialist** Preparing the payrolls of the employers. Usage of Netsis software. Giving consultancy to the companies in financial regulations.**EDUCATION****Postgraduate** Koç University / Accounting and Finance Management **University** Marmara University / Economy**High School** Beşiktaş Anatolian High School **ADDITIONAL EDUCATION & CERTIFICATES****Computerized Accounting Training /** Ankara Uni. Continuing Education Center**Cost Accounting Certificate /** Etik Education Center **COMPUTER SKILLS** Word, Excel, Powerpoint, Outlook: ExcellentNetsis: Good**LANGUAGE SKILLS** **English** Reading: Advanced, Writing: Advanced, Speaking: Good**French** Reading: Good, Writing: Good, Speaking: Intermediate**SOCIAL ACTIVITIES**Photography, University Volleyball Team Captain**CLUB & ASSOCIATION MEMBERSHIPS**Member of Marmara University Alumni, TEMA Youth Member, Photography Association Member**REFERENCES****Ayşe Örnek,** ABC Danışmanlık A.Ş, General Manager, (212) 9999999**Ahmet Örnek,** XYZ Ltd. Şti., General Manager, (212) 3333333**PERSONAL INFORMATION****Date of Birth :** 01/01/1982**Nationality :** Turkish**Marital Status :** Married**Sex :** Female**Driving License :** B (2004) |