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| 09/2014 - 06/2018  09/2010 - 06/2014  07/2016 - 09/2016  2016  2015 | **PERSONAL INFORMATION**  **Date of Birth :** 01/01/1997  **Nationality :** Turkish  **Marital Status :** Single  **Sex :** Female  **Driving License :** B (2016)  **EDUCATION**  **University** Marmara University / Economy  **High School** Beşiktaş Anatolian High School  **WORK EXPERIENCE**  **XYZ Mali Müşavirlik Ltd. Şti. / Ankara**  **Accounting Intern**  Entering the invoices into the system. Experiencing Netsis software. Following up the office operations.  **ADDITIONAL EDUCATION & CERTIFICATES**  **Computerized Accounting Training /** Ankara Uni. Continuing Education Center  **Cost Accounting Certificate /** Etik Education Center  **COMPUTER SKILLS**  Word, Excel, Powerpoint, Outlook: Excellent Netsis: 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**  TEMA Youth Member, Photography Association Member  **REFERENCES**  **Ayşe Örnek,** ABC Danışmanlık A.Ş, General Manager, (212) 9999999  **Ahmet Örnek,** Marmara University, Professor, (212) 3333333 |