Котляров Артем

EXPORTS/IMPORTS MANAGER

31 травня 2021 Місто: Харків

Вік: 57 років
Режим роботи: повний робочий день
Категорії: Логістика, доставка, склад

Увійдіть або зареєструйтеся на сайті як роботодавець, щоб бачити контактну інформацію.

Додаткова інформація

Особисті якості, хобі, захоплення, навички: Editing and legal writing, PC and internet user, professional translation and interpretation Languages Fluent English, Ukrainian, native Russian and basic German, Turkish and Urdu Additional information Married. Have an eleven-year-old son. Traveled extensively: the USA, including Alaska, Europe, including the UK and the Republic of Ireland, South Asia, the Middle East and Northern Africa. Hobbies include chess, mountain biking, tennis and football. WORK EXPERIENCE Exports/Imports manager 04/2012 - Present JSC 'Ukrenergochermet' - Preparation and fulfillment of international contracts in the framework of Project Management Office (PMO) - Marketing research - Negotiations with foreign partners - Preparation of commercial offers and tender documents - Drafting of international contracts. Project coordinator 11/2008 – 03/2012 ecoFridge (EBRD project) In English: - Coordinated multiple projects concurrently (maintaining a command of details, timelines and next steps) - Anticipated and assisted in proactively solving problems - Initiated and maintained communications with customers - Ensured the day-to-day assignments were completed - Provided reports of activity on assigned contracts - Participated in the continuous updating and accurate generation of as-built documents - Assisted with the research and prepared field change requests to resolve design issues. - Performed document control functions in accordance with on-site policy and procedures, including IL, etc - Organized, led and facilitated project-related meetings, including the creation of agendas Country manager for Ukraine 09/2002 - 10/2008 The Solid Team, LLC, Upland, California, USA Directed the operations and activities of The Solid Team in Ukraine. Major components of this position included: - Imports and exports in a variety of fields - Management consulting - Development of business plans and feasibility studies - Project development - Marketing research - Negotiating, drafting and finalization of contracts with Ukrainian and foreign customers - Preparations of orders for Ukrainian and foreign producers - Key partners/third parties selection - Advertising campaigns planning and implementation - Issuing of commercial proposals - RFIs, RFPs processing - Establishment of procedures, corporate rules and business processes - Hiring, training, counseling and motivating of the personnel - Interfacing with Ukrainian and foreign authorities - Daily reporting to the head office in California Achievements: • Fulfilled a number of big international contracts • Completed several business plans and feasibility studies that led to multi-million loans and investments from world’s biggest banks and financial institutions • Contributed to the growth of the Ukrainian office Assistant to General Manager 10/2001 - 09/2002 The Solid Team, LLC, Upland, California, USA Assisted Solid Team’s General Manager with the operations and activities of Solid Team in Ukraine. After working successfully in this position for about a year, I was promoted to the country manager Interpreter and Contracts 01/1998 - 10/2001 Kharkiv Machine Building Plant, Kharkiv, Ukraine Translated technical and business documentation and interpreted negotiations with foreign partners both in Ukraine and outside and also participated in a number of international exhibitions abroad.09/1994 - 06/2000 National University of Kharkiv named after Karazin, Kharkiv, Ukraine Master's Degree Linguist, teacher of the English language and literature, translator09/1984 - 03/1988 Rubinsk Nautical College, Rybinsk, Russian Federation (former USSR) Bachelor's Degree Electrical engineer