Kotlyarov Artem

ENGLISH-SPEAKING MANAGER

9 листопада Місто: Харків

Вік: 57 років
Режим роботи: повний робочий день, віддалена робота, часткова зайнятість
Категорії: IT, WEB фахівці, Консалтинг, Офісний персонал

✔ Перебуваю в шлюбі ✔ Є діти

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

Досвід роботи

Training content specialist/Trainer

Teamwork Commerce (USA) (IT), Харків
07.2021 – 08.2026 (5 років 1 місяць)

Обов'язки:

Created training content:

- Making training courses in Skilljar, AI Google Gemini and Mindsmith, including: recording training videos, creating hands-on exercises, quizzes and exams
- Administered exams based on the foregoing courses
- Provided access to the relevant training servers
- Gave one-on-one training to the new employees of the company
- In English, delivered open training to the company employees on the company's software updates

✔ Є рекомендації з даного місця роботи

Exports/Imports manager

Ukrenergochermet (Ukraine) (Engineering), Харків
03.2013 – 06.2021 (8 років 3 місяці)

Обов'язки:

- Prepared and fulfilled international contracts in the framework of Project Management Office (PMO)
- Conducted marketing research
- Created commercial offers and tender documents

Project coordinator

ecoFridge (Project funded by European Bank for Reconstruction and Development) (R&D + Manufacturing), Харків
11.2009 – 03.2013 (3 роки 3 місяці)

Обов'язки:

In English:

- Coordinated multiple projects concurrently
- 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

Customer support agent

Ukrainian technologies (Canada) (IT), Харків
10.2008 – 11.2009 (1 рік 1 місяць)

Обов'язки:

- Participated in creation of templates
- Answered incoming tickets
- Rendered technical assistance to customers
- Processed refunds when necessary

Project coordinator for Ukraine

The Solid Team (USA) (Management consulting), Київ
01.2002 – 10.2008 (6 років 8 місяців)

Обов'язки:

Coordinated 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

✔ Є рекомендації з даного місця роботи

Освіта

Karazin university of Kharkiv (ХНУ ім. Каразіна) (Харків)

Спеціальність: Department of foreign languages, Linguist (Translator and teacher of the English language and literature))
повна вища, 09.1995 – 06.2000 (4 роки 9 місяців)

Знання мов

Англійська - Професійний (експерт), Українська - Професійний (експерт)
Додатково: Provided training to native speakers

Додаткова інформація

Знання комп'ютера, програм: Advanced PC user (MS Office, AI: Google Gemini, ChatGPT, Grok, Perplexity, Mindsmith)
Особисті якості, хобі, захоплення, навички: - Excellent interpersonal communication - Good judgment and organizational skills - Ability to work in a team and independently - High professionalism, integrity, fairness and impartiality - Effective problem solving - Adaptability and openness - Attention to the detail - Creativity, self-motivation - Public Speaking Married. Have an adult 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.
Мета пошуку роботи, побажання до місця роботи: To join a team of success-oriented people in a culture where achievement is encouraged and rewarded