

# Стряпіхіна Вероніка

## ACCOUNT MANAGER, 40 000 ГРН.

⌚ 17 апреля  
2023

📍 Город: [Киев](#)



Возраст: 51 год

Режим работы: полный рабочий день, удаленная работа

Категории: Дизайн, творчество, Легкая промышленность, Офисный персонал

✓ Состою в браке    ✓ Есть дети    ✓ Готова к командировкам

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### Описание

#### **Veronica Stryapikhina**

##### Personal information

Year of Birth :

2nd November 1974

Marital status:

Married

### Education

Higher Pedagogical Education

1992-1997 Nizhyn Gogol State University

Faculty of Foreign Languages

Specialty: Teacher of English and German

### Knowledge of Languages

English, Ukrainian, and Russian -fluently. German– conversational

### Knowledge of PC

Good knowledge of PC: Word, Excel, Outlook, PowerPoint, Fine Reader, experience in working with CRM.

### Personal qualities

Diligence, responsibility, initiative, punctuality, sociability. The desire and willingness to learn. Skill to work in a team, stress-resistance.

### Work experience

12 October 2010- present. Belgium Company “Ukrabel Fashion”

## **Account manager**

### **Duties:**

- control of the project from the very beginning till the final result.
- placement of the orders of the sewing garments at the Ukrainian sewing factories.
- price negotiation.
- translation of the technical docs.
- communication with foreign customers regarding production and technological questions.

Negotiation re the deliveries of the ready goods and the control of the shipments ex factories.

- working with DHL courier service.
- visiting of the sewing factories with the customers in order to control the production
- maximum projects (customers) at one time:6 and the factories about 10.
- the order of the trim for the factories locally in Ukraine if it is needed.
- work with the technologists of sewing production: control and the report re the work at the factories.
- communication with the representatives of the factories regarding current production questions.
- working with the shipping docs.

-systematization of information re the number of the orders which were produced for a certain period of time and the number of factories accordingly

-experience in working in foreign economic activity:

- \*\*\*making and translating the invoices
- \*\*\* checking and negotiating of the invoices.
- \*\*\* booking of the trucks for the shipment.
- \*\*\* control of the good's arrival.

## **1st September 2004- 5 October 2010 Representative of the Austrian Company « Polaris H.m.b.H»**

### **Office manager and interpreter (translator)**

### **Duties:**

- work with the incoming and outcoming docs
- translation of the technical docs.
- interpretation.
- communication with foreign partners (USA, Canada, Poland, Austria)
- working with courier services DHL, FEDEX
- working with the shipping docs (invoices and packing lists)
- working with the contracts.
- training of the new employee. During working in the company, I have trained 3 persons in their duties in the company.

## **May 2001-August 2004 representative of American Company in Ukraine: "Lou Levy & Sons Purchasing Corporation"**

### **Translator and manager assistant**

### **Duties:**

- work with outgoing and incoming docs.
- business correspondence
- translation of the technical docs.
- interpretation.
- communication with foreign partners (USA, Korea, German)

#### **1999-May 2001 – JV «NTT»**

##### **Translator**

##### **Duties**

- interpretation.
- translation of the technical docs.

##### **Additional Information:**

- January 2006 training on the topics:
  - \* 1 The high level of customer service.
  - \* 2 Time Master
    - Possibility of business trips.
    - Possibility to visit training if needed (courses, training seminars and so on)