



VIKTORIIA TANTSURA

PROFILE

17 years working experience
Master's degree in Engineering

PERSONAL INFORMATION

Nationality: Ukrainian
Born on 04.02.1972

SOFT SKILLS

Truthworthiness
Cooperation
Self-Discipline
Motivation and Initiative
Effective Communication

CONTACT

Phone (also Viber, Telegram)
+38 097 589 03 81

Email
fedkbest@gmail.com

HOBBIES

Swimming
Sewing
Reading fairy-tales on Youtube

EDUCATION

Odessa National Polytechnic University

2001 – 2002

Qualification awarded: Computer typing operator

Interregional College for Commercial Training

1994 – 1995

Qualification awarded: Organizational manager

Kyiv National University of Construction and Architecture

1989 – 1994

Qualification awarded: Civil Engineer, Master's degree in
Heat and Gas Supply, Ventilation and Atmosphere
Protection

WORK EXPERIENCE

Kyiv Heating Networks Kyivenergo Ltd - Engineer II category

2008 – 2018

Participated in consideration of technical documentation of open tenders for procurement of materials and equipment and performed many other activities related to supply of materials for repairs of main and auxiliary equipment of heat sources and heat networks of production units.

Agrarian Farming - Agricultural manager

2003 – 2008

Participated in planting, tending and harvesting:
greenhouse cucumbers, onions, melons, watermelons.
Sales of produce.

Cooperative "Energia" - Dispatcher-Controller

1990 – 1991

Answered the phone, kept records of orders.

FURTHER TRAINING AND EXPERINCE

2019	Hairdresser and barber specialist
2019	Master of manicure and pedicure
2007	American Beauty International Manicure Academy

IT SKILLS

MS Office (Word, Excel, Outlook)
1C accounting software
Good typing speed

SKILLS

Languages:
Russian and Ukrainian – native speaker
English -beginner
Driver License category B