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|  CV |

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 **Personal Information**

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| First name(s) / Surname(s) |  | **Martina Tosheva** |
| Adress |  | Zhk. Nadezhda, bl. 101, ap. 112, 1220 Sofia (Bulgaria) |
| Mobile |  | **+359 883 365 942**  |
| E-mail |  | **martina\_tosheva@yahoo.com** |

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| Nationality |  | Bulgarian |

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| Date of birth |  | 06/10/1989  |

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| Work experience |
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| **•** Dates**•** Name and address of employer**•** Type of business or sector**•** Occupation or position held**•** Dates**•** Name and address of employer**•** Type of business or sector**•** Occupation or position held**•** Dates |  | 2013 - presentBulgarian National TelevisionMediaFreelance TranslatorNovember 2017 - presentMedical Center of Cardiovascular DiseasesMedical CenterAdministratorJuly 2016 – July 2017 |
| **•** Name and address of employer**•** Type of business or sector |  | Bulgarian Academy of Sciences HotelHotel |
| **•** Occupation or position held |  | Administrator |
| **•** Dates |  | May 2013 – July 2016 |
| **•** Name and address of employer**•** Type of business or sector |  | Smart Expert Ltd.Desinfection company |
| **•** Occupation or position held |  | Manager  |
| **•** Dates |  | November 2012 – March 2013 |
| **•** Name and address of employer**•** Type of business or sector |  | Safecharge Bulgaria Ltd.115L, Tsarigradsko Shosse Blvd., Building C, Sofia 1784, BulgariaProvider of payment services |
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| **•** Dates |  | November 2008 – July 2009  |
| **•** Name and address of employer**•** Type of business or sector |  | Crossroads Bulgaria Ltd.Zhk. Lozenets, Orfei str. №7, 1st floor, ap. 2PR and Marketing Agency |
| **•** Occupation or position held |  | Office Coordinator  |

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| **•** Dates |  | September 2007 – January 2008 |
| **•** Name and address of employer |  | Teramax Ltd. |
| **•** Type of business or sector |  | Building Company |
| **•** Occupation or position held |  | Office Coordinator |
| Education and training |

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| • Dates |  | September 2012 – July 2014 |
| • Name and type of organization providing education and training |  | University of National and World Economy |
| • Course / Qualification |  | Economics of Trade |
| • Title of qualification awarded |  | Master degree |
| • Dates |  | September 2008 – July 2012 |
| • Name and type of organization providing education and training |  | University of National and World Economy |
| • Course / Qualification |  | Economics of Trasport |
| • Title of qualification awarded |  | Bachelor degree |
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| • Dates |  | September 2004 – July 2008  |
| • Name and type of organization providing education and training |  | 127 High School “Ivan N. Denkoglu” |
| • Main subjects |  | English and IT |
| • Title of qualification awarded |  | High school diploma |

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| • Dates |  | September 1997 – July 2004  |
| • Name and type of organization providing education and training |  | 101 High School “Bacho Kiro” |
| • Title of qualification awarded |  | Degree in Primary School Education |

 Certifications

 First Certificate in English (FCE)

 Grade A

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| Personal skills and competences*.* |

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| Mother tongue(s) |  | **Bulgarian** |

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| Other language(s) Self-assessment |
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 **English**

Understanding (Listening and Reading) – C1

 Speaking – C1
 Writing – C1

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|  Social skills and competences |  | Sociability in different situations, organizational skills. |
|  Driving license(s) |  | B |