



# MARIA NEKRASOVA

I'm a fast learner with a passion for continuous improvement. I thrive in collaborative environments where I can leverage my strong communication skills, including active listening and the ability to clearly articulate ideas. I'm also highly motivated to create impactful projects.

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## EDUCATION

### **Bachelor's degree at Altai State University, Russia, Barnaul**

2015 - 2019 | Business informatics

### **Master's degree at Masaryk University, Czech Republic, Brno**

2018 - 2020 | Business Management

## INTERNSHIP

### **Manager at Selina hotel, Mexico city, Mexico**

September 2020 – February 2021

- organized more than более 10 events and photosessions;
- research for new business partnership;
- support at the bar and kitchen.

### **Marketing intern at Rebelz Games, Netherlands**

April–July 2019

- conducted analysis of Russian market;;
- translated products in Russian language;;
- created 10 blog posts and instagram posts.

## LANGUAGES

English - C1

Russian - Native

Spanish - A2

## SKILLS

- MS Office
- Tilda and analogue
- Canva and analogue
- Photoshop
- Miro
- CRM systems
- 1C
- Google tools
- Educational platforms

## HOBBIES

Dancing, travelling, photography, sport, literature, art, foreign languages

## WORK EXPERIENCE

### **Special Projects Manager at Unifyhub Online Language School**

march 2024-june 2024

- managed 5 projects: developed and implemented project schedules, created and maintained project budgets, assembled and led project teams, produced project-related content;
- created 2 screencasts for the website;
- managed 3 communities for HR and IT professionals: established and nurtured online communities for HR and IT professionals; facilitated discussions, moderated interactions, and fostered a supportive community environment, organized and promoted community events and webinars.

### **General Manager at the international language project GLOW**

2022-nowadays

- helped 10 students to enter universities abroad in one year;
- research for new students and teachers;
- research for new partnerships;
- teachers mentoring and interviewing;
- created one website;
- managing social media, content creation4
- created 5+ English courses.

### **Corporate manager at New Planet language centre**

2021-march 2024

- increased the amount of corporate clients;
- implemented new estimation of the educational statistics;
- launched more than 6 courses every half of the year;
- created an effective schedule and communication with students;
- created students mobility project;
- created 2 landing pages and hired an IT specialist;
- marketing campaigns and social media managing;
- creation of the academic programme;
- maintaining documentary records.

### **English teacher at Skyeng online language school**

April 2020-May 2021

- business English and general English courses;
- created 2 English courses: International business and Travelling;
- statistics and timetable;
- IELTS 8.0.

### **Sales manager at Skyeng online language school**

October 2019-April 2020

- increased the amount of students;
- maintaining documentary records.