1. Stefinov Fedor  
   Address (home): 47 Gerrard Street  
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   Telephone: 0121 423170  
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A well-organized and outgoing Business Economics student graduating in June 2007 with good communication and analytical skills, looking to develop a career as an economist within an international business environment. Fluent Spanish speaker experienced in the use of spreadsheets, databases, and similar business software.

Education and qualifications

September 2004 - June 2007  
BA (Hons) in Business Economics  
City University, Bristol  
September 1996-June 2003  
Cheboksary School  
4 A Levels: Economics (A), Information and Communication  
Technology (A), English (A), Spanish (B)  
9 GCSEs (including A\* grades in Economics,  
Spanish, English, Mathematics, ICT, and German)

Work experience:

:July-September 2006  
Administrative Assistant  
MKL Smith & Co (Accountants), Manchester  
Duties included:  
using spreadsheets to sort and chart financial information  
assisting PA with routine admin tasks July-September 2005  
English Language Teaching Assistant  
EFL International, Seville, Spain  
Duties included: assisting teachers in preparing lessons  
administering student database  
liaising with local companies to organize student activities  
July 2003-August 2004  
Various jobs (including voluntary and hotel work) and travel in Spain and Latin America, gaining a valuable insight into the culture and spoken language of those countries.

Skills:

Advanced Certificate in MS Word, MS Excel, and MS Access (evening course, September-July 2006)  
Full driving licence

Interests & extra information

:Netball, travel, swimming

References:

Dr Thomas Clark  
Senior Lecturer in Business and Management  
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