Beşiktaş / İSTANBUL

(532) 1111111

(212) 3333333

ahmetornek@gmail.com

**Personal Information**

Date of Birth: 01/01/1993

Nationality: Turkish

Marital Status: Single

Sex: Male

Driving License: B (2014)

Military Service: Postponed

(Until 01/10/2019)

**Language Skills**

**English**

Reading: Advanced, Writing: Advanced, Speaking: Good

**French**

Reading: Good, Writing: Good, Speaking: Intermediate

**References**

**Ayşe Örnek**

ABC Danışmanlık A.Ş, General Manager, (212) 9999999

**Ahmet Örnek**

Marmara University, Professor, (212) 3333333

**Social Activities**

Photography, University Volleyball Team Captain

**AHMET ÖRNEK**

**EDUCATION**

**Postgraduate** Koç University / Accounting & Finance Management

09/2014 - 06/2016

**University** Marmara University / Economy

09/2010 - 06/2014

**High School** Beşiktaş Anatolian High School

09/2006 - 06/2010

**WORK EXPERIENCE**

**ABC Danışmanlık A.Ş. / İstanbul** 04/2017 - Working

**Accounting Specialist**

Preparing the payrolls of the employers. Integrating Netsis software. Increasing the efficiency of the accounting operations by 10%.

**XYZ Mali Müşavirlik Ltd. Şti. / Ankara** 07/2013 - 09/2013

**Intern**

Entering the invoices into the system. Experiencing Netsis software. Following up the office operations.

**ADDITIONAL EDUCATION & CERTIFICATES**

**Computerized Accounting Training** 2012

Ankara Uni. Continuing Education Center

**Cost Accounting Certificate** 2011

Etik Education Center

**COMPUTER SKILLS**

Word, Excel, Powerpoint, Outlook: Excellent  
Netsis: Good

**CLUB & ASSOCIATION MEMBERSHIPS**

Member of Marmara University Alumni, TEMA Youth Member, Photography Association Member