

## General Information

First name, birthday	Daria, 13.09.1988
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## Education

Institute of higher education	Siberian University of Consumer Cooperatives
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## Foreign languages

	Everyday topics			Professional topics		
	Reading	Writing	Speaking	Reading	Writing	Speaking
English	Intermediate	Intermediate	Intermediate	Intermediate	Intermediate	Intermediate
Russian	Fluent	Fluent	Fluent	Fluent	Fluent	Fluent

## Professional Activity/Experience (Summary)

Big experience as QA engineer (quality assurance engineer), knowledge of bug tracking systems
Functional and regression software testing
Experience to create test documentation, including write test plans and test cases
Experience as HR manager (human resources manager), recruitment, personnel assessment
Experience as SEO specialist (search engine optimization), knowledge of Google Analytics, Yandex.Metrika, Yandex.Direct, Google AdWords
Attentiveness, self-confidence, sociability, responsibility, stress, high self-organization, diligence, fast learner
Experience to communication with customers

## Projects Experience

Period	From 07.2015	To Present time
Position	QA engineer	
Responsibilities	Responsibilities: <ul style="list-style-type: none"> <li>- Creation of test plans, test cases;</li> <li>- Functional and regression software testing;</li> <li>- Perform manual UI and cross-browser testing;</li> <li>- Analysis of the results;</li> <li>- The classification of the bugs;</li> <li>- Adding bugs to the project management system;</li> <li>- Control of the bug fixing process;</li> <li>- Communication with the customer;</li> </ul>	
Environment	Redmine / Jira / HTML / CSS / Adobe Photoshop / Alligator Flash Designer	

Period	From 11.2013	To 05.2015
Position	QA engineer	
Responsibilities	A large Russian multi-channel retailer; Responsibilities: <ul style="list-style-type: none"> <li>- Creation of test plans, test cases;</li> <li>- Functional and regression software testing;</li> <li>- Perform manual UI and cross-browser testing;</li> <li>- Analysis of the results;</li> <li>- The classification of the bugs;</li> <li>- Adding bugs to the project management system;</li> <li>- Control of the bug fixing process;</li> <li>- Communication with the customer;</li> </ul>	
Environment	Redmine / Jira / HTML / CSS / Adobe Photoshop / Alligator Flash Designer	

Period	From 03.2011	To Present time
Position	QA engineer, SEO specialist	
Responsibilities	<p>Responsibilities</p> <p>as QA engineer:</p> <ul style="list-style-type: none"> <li>- Testing software;</li> <li>- Creation of test plans, test cases;</li> </ul> <p>as SEO specialist:</p> <ul style="list-style-type: none"> <li>- Planning for the advertising campaign;</li> <li>- Development and organization of advertising campaigns (Internet marketing and promotion of products, analysis cost and quality);</li> <li>- Creating a context and media advertising (Google Analytics, Yandex.Metrika, Yandex.Direct, Google AdWords);</li> <li>- Management of advertising campaigns, analysis and event on their effectiveness</li> </ul>	
Environment	Redmine / Jira / Google Analytics / Яндекс.Метрика / Яндекс.Директ / Google AdWords / HTML / CSS / Adobe Photoshop / Alligator Flash Designer / 1C: Salary and Personnel Administration 7, 8	

Period	From 08.2010	To 10.2013
Position	Human Resources Manager	
Responsibilities	Responsibilities: <ul style="list-style-type: none"><li>- Recruitment;</li><li>- Personnel assessment;</li><li>- Training new employees;</li><li>- Development and implementation of attestation;</li><li>- Development of normative documents, official instructions;</li><li>- HR outsourcing (reception, translation, dismissal);</li><li>- Analysis of the labor market</li></ul>	
Environment	1C: Salary and Personnel Administration 7, 8	

## Professional Skills

Skills	Experience, in years	Level	Last used, year
Operational systems			
MS Windows	6	Advanced	2017
Programming Languages			
1C	3	Basic	2013
Databases			
MySQL	6	Basic	2017
Front-end			
HTML	6	Basic	2017
CSS	6	Basic	2017
JavaScript	6	Basic	2017
Project Tracking			
Jira	6	Advanced	2017
Redmine	6	Advanced	2017
Management			
Business analysis	6	Basic	2017
Human resources	6	Basic	2017
Testing	6	Advanced	2017
SEO	6	Advanced	2017
Functional testing	6	Advanced	2017

Usabiity testing	6	Advanced	2017
Requirements analysis	6	Advanced	2017
Google Adwords	6	Advanced	2017
Yandex.Direct	6	Advanced	2017
Marketing	6	Basic	2017
Design			
Banner design	6	Basic	2017
Graphic editors			
Photoshop	6	Basic	2017