

CV

Khogyani Omid

ABOUT ME

Bachelor's IR and Master's Security and diplomacy graduate speaking 6 languages (English, Russian, Persian, Pashto, Urdu, Tajik) with over a year of work experience in the University of Nangarhar and Kazakhstan Embassy in Kabul, looking for a job.

I am a person who is confident in my ability to face challenges. I am a creative person, with emotional intelligence, who is constantly growing and who continues to grow even if the job or that position does not require it directly. Most of the time my professional growth is based on what I study, both being directly or indirectly related to the job.

CONTACT

Email:
omidkhogyani001@gmail.com

EXPERIENCE

Administrative / Logistics:

1 year and 4 months

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Administrative Assistant - Kazakhstan Embassy in Kabul • Administrative tasks • January, 2017 - March, 2017
ABROAD | Administrative / Logistics | Administrative / Public Sector

Acquired skills and knowledge:

Social skills: communication and networking skills; adaptability; Ability to work in a team; Ability to assimilate information and updated knowledge; earnest; perseverance; Punctuality.

Administrative Assistant - University of Nangarhar

Sep, 2015 - Sep, 2016

Administrative tasks and translation of documents.

Remote (from home) | Administrative / Logistics | Education / Training

EDUCATION

International Relations - Bachelor's degree •

Sep. 2012 - July. 2017

Kazakh Ablai Khan University of International Relations and World Languages

Almaty-Kazakhstan

Security and Diplomacy - Master's degree •

October. 2017 - July. 2019

National University of Political Studies and Public Administration

Bucharest-Romania

Political Science - PhD degree •

National University of Political Studies and Public Administration

- PRESENT

Bucharest-Romania

SKILLS

Computer skills, first aid knowledge, cross-cultural communication, Organizational skills, leadership skills, punctuality

Other info

Certifications

Certificate of Russian Language

period Sep 2011 - May 2012

Certificate of English Language

period Feb 2008 - Dec 2008

Certificate of MS Office

period Sep 2007 - Nov 2007

Driving License