

PERSONAL INFORMATION SULTAN ABDILABEKOV



📍 Kyrgyzstan, Osh city, Uzgenskaya str, 138 №3

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✉ abdilabekovsultan@gmail.com

Sex Male | Date of birth 10/10/1996 | Nationality Kyrgyz

WORK EXPERIENCE

- September 2020 – **Lecturer | Full-time**
Osh State University (Kyrgyz European Faculty), Osh, Kyrgyzstan
- February 2020 – September 2020 **Procurement and Logistics Assistant | Full-time**
Logistics/administrative support to organization of conferences, workshops, trainings, retreats, study tours and etc;
Arrangement of travel and hotel reservations;
Preparation of payment requests related to procurement of goods;
Public Fund MSDSP KG (An initiative of Aga Khan Foundation), Osh, Kyrgyzstan
- November 2019 – **Chief Accountant | Full-time**
Import of cosmetics from South Korea. Retail realization of cosmetics in Osh. This company is Nature Republic franchise.
My direct responsibilities are keeping accounting reports, conducting of inventory counts, preparing of financial reports to Country office in Bishkek, monitoring and analysis of sales.
Limited Liability Company (hereinafter LLC) “Green Queen”, Bld: 275 A, Askar Shakirov str., Osh, Kyrgyzstan
- August 2018 – January 2020 **General Manager Assistant | Full-time**
PF jointly with the partners assist to achieve sustainable socio-economic development of southern of Kyrgyzstan. Our PF is working on implementation of projects were funded by organizations such as UN WFP, UNDP, UNICEF, GIZ, HELVETAS, Government agencies. Since I had started to work at this organization, we worked on implementation of projects as Field Day, Regional Economic Forum (provided assistance), Tourism Forum (provided assistance), trainings on rice farming, gardening, stockbreeding and financial literacy in Uzgen, Nookat and Kara-Kulzha districts of Osh oblast. Also, we're providing consultative services on value-chain, cost saving activities, overall business processes and etc. for private sector representatives.

My responsibilities are implementation of projects, monitoring and evaluation, preparing of relevant reports and recommendations.

Public Fund “Ayimdar”, Socialism vlg., Mady AA, Kara-Suu distr., Osh, Kyrgyzstan
- August 2018 – **Finance analyst – Procurement and Logistics (Supply/Sales Manager) | Full-time**
Principal activity of the company is exporting of natural capers to Turkey (Annual export 600-720 tons). In December 2018 jointly with GIZ we worked on getting ISO 22000 (Food Safety Management Standards). Jointly with my Manager we have been working on optimizing of value-chain and all company's activities. In January 2019 our company was certified.
My responsibilities are monitoring and evaluation of all company's activities (including value chain),

forecasting, preparing of relevant reports and recommendations, financial control.

“Polat Company”, Artykova 131 “A”, Osh, Kyrgyzstan.

June 2017 – July 2018 General Manager Assistant | Full-time

Organizing international and local congresses, symposiums. Also, we had been providing assistance in organization of congresses and events.

“Nutuva”, Nişantaşı mh, Yahya Çavuş str, № 32/4 Selçuklu/Konya, Turkey.

- Participated in organizing of congresses. I continued to work after October 2017 until my graduation on a part-time basis. (Part-time job)

EDUCATION

- September 2018 – June 2020 PhD Degree | Institute of Economics
Science Academy of Kyrgyz Republic, Bishkek, Kyrgyzstan (web-page: www.oshsu.kg) Department: Economics (High honour certificate)
- September 2018 – June 2020 Master's Degree | Faculty of Business and Management
Osh State University, Osh, Kyrgyzstan (web-page: www.oshsu.kg)
Department: Economics (High honour certificate)
- September 2016 – July 2018 Bachelor's Degree | Faculty of Political Sciences (Double Major)
Necmettin Erbakan University, Konya, Turkey (web-page: www.erbakan.edu.tr) Department: International Relations
GPA: 2.95 / 4 or 75.50 / 100.
- September 2014 – July 2018 Bachelor's Degree | Faculty of Political Sciences
Necmettin Erbakan University, Konya, Turkey (web-page: www.erbakan.edu.tr)
Department: Economics
GPA: 3.61 / 4 or 90.90 / 100 (Rank first in the department)
- September 2009 – July 2014 Osh Sema High School
GPA: 5 / 5. (High Honor Certificate: Red Diploma)

PERSONAL SKILLS

Mother tongue(s) Kyrgyz, Russian.

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Turkish	C2	C2	C2	C2	C2
English	B2	B2	B2	B2	B2

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient use
[Common European Framework of Reference for Languages](http://www.cerl.eu)

- Communication skills**
- good communication skills gained through my experience as receptionist and volunteer at Association Two East – Two West (Konya, Turkey, web-page: www.ikidoguikibati.org). The association is for international students who is studying at universities in Konya. As volunteer we helped international students with documentation (registration at universities, dormitories etc.). Also, we organized different events and camps for students.
 - responsibility (implementing duties on time)

- Organizational / managerial skills**
- leadership
 - good managerial skills (I was member of organizing committee of international congresses)

- Computer skills**
- Eviews 9
 - SPSS
 - ETA
 - C++ (Programming language)
 - 1 C (Accounting program for Kyrgyzstan)
 - Microsoft Office Programs
 - Photo Editors

- Other skills**
- Komuz (National music instrument) Private course: 1 year
 - Box

- Driving license**
- B C C1 (Valid until 29/04/2029)

ADDITIONAL INFORMATION

- Publications**
- Globalization and internalization of tertiary education: Comparative analysis related on international student mobility. This article was chosen as a head article for book: "Being an International Student in Turkey: Processes, Expectations and Experiences". The book was published by Ministry of Education Republic of Turkey on February 2019.
 - The impact of innovation and technological progress on economic growth: Panel data analysis, Istanbul, 2018. The article was chosen as "The best article in Economics" at the Second International Economy, Finance and Econometry Student Symposium (EFEOS).
 - Comparative Analysis of Macroeconomic Vulnerability of Turkey and member countries of Shanghai Cooperation Organization, Sakarya, 2017.

Conferences and certificates

- Certificate program in Contract Management (World Bank) – Certificate
- Academic researches of young scientists: hypothesizes, practical offers, developments
- 2018 (Osh State University, Osh, Kyrgyzstan) – First Degree Diploma.
- The Second International Economy, Finance and Econometry Student Symposium 2018 (Istanbul University, Istanbul, Turkey) – Award Certificate ("The best article in Economics")
- The Fifth International Symposium on Development of KOP Region 2018 (Karatay University, Konya, Turkey) – Certificate of Appreciation.
- The First International Economy, Finance and Econometry Student Symposium 2017 (Sakarya University, Sakarya, Turkey) – Certificate of Attendance.
- The Second International Student Symposium 2016 (Istanbul University, Istanbul, Turkey) – Certificate of Attendance.

The list of congresses and events, in which I was member of organizing committee (These congresses and symposiums were held by Necmettin Erbakan University and I didn't include congresses which were organized when I worked at Nutuva).

- The Fifth International Symposium on Development of KOP Region 2018 (Konya, Turkey)
- International Congress on Social and Economic Researches 2018 (Nevşehir, Turkey)
- International Congress on Palestinian Issue and Turkey 2018 (Konya, Turkey)
- International Social and Muslims Congress 2016 (Konya, Turkey)
- The First Graduation Ceremony 2016. The Second Graduation Ceremony 2017 (Konya, Turkey)

Other certificates

- Certificate of Achievement 2019 (UNDSS, BSAFE)
- Certificate of Course Completion 2019 (Technopark, web-development, Osh, Kyrgyzstan)
- Diploma High Honor Certificate 2018 (Necmettin Erbakan University, Konya, Turkey)
- Certificate of Course Completion 2016 (Spanish: A1, Konya, Turkey)
- The First Degree at Regional Computer Olympiads 2012 (Programming)

- Mustafa ACAR
Professor (Necmettin Erbakan University, Department:
Economics)
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- Birol MERCAN
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