



Nataliia Shapoval

I am an educated lawyer and have 15 years of experience in the civil service and other fields. I am interested in proving myself in the process of implementing projects and striving to succeed in my professional activity and discover new perspectives. My prerogative is an active lifestyle. I adapt well to the new and considering an internship as well to gain some experience in the other fields. I can bring a positive attitude, a flexible approach to my work, the ability to provide quality service and multitask.

KEY EXPERIENCE

Communication
Time management
Organization
Leadership
Computer skills
Presentations
Official correspondence
Business negotiation
Project and team management
Travel Arrangements
Driver's license "B"

LANGUAGES

English advanced
Ukrainian native
Russian fluent
Danish beginner
German beginner

RECOMENDATION

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CONTACT

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WORK EXPERIENCE

LAWYER

Ministry of Justice of Ukraine | AUG 2005 - FEB 2022

- work with Ukrainian and EU legal acts. Preparation of expert conclusions on the compliance of regulations Ukraine acquis communautaire. Analysis of compliance of legislative acts of Ukraine EU standards
- planning, coordinating and holding events, conferences, high-level meetings, round tables, etc.
- organizational and analytical support of the leadership
- providing business trips
- interaction with key foreign stakeholders
- work with project documentation, budgeting
- preparation and support of tender documentation
- writing press releases for the ministry's website

OWNER OF A BEAUTY SALON

ZERKALO, Kyiv | DEC 2011 - FEB 2022

- managed financial and economic processes
- administered customer satisfaction

OWNER OF BEAUTY DISTRIBUTER COMPANY

VENTAL, Kyiv | MAY 2009 - FEB 2014

- distributed and created beauty salon equipment
- consulted beauty salons regarding business model and design decisions
- work with customers

EDUCATION

ACADEMY OF STATE TAX SERVICE OF UKRAINE

Master's of science

Qualification: law
Specialization: financial law
Graduated in June 2005

DIPLOMATIC ACADEMY OF UKRAINE

Master's of science

Qualification: foreign policy
Specialization: economic diplomacy
Graduated in June 2017

UMAN NATIONAL UNIVERSITY OF HORTICULTURE

Master's of science

Qualification: economics and entrepreneurship
Specialization: accounting and taxation
Graduated in December 2018