



Muminova Dilbar Ismoilovna



Personal information

First name/ Last name: **Muminova Dilbar Ismoilovna**
Address: 28a Amirshoeva Street, Dushanbe city, Tajikistan
Mobile: (+992) 985250025, (+992) 908808010
E-Mail: dilbar77@inbox.ru
Skype: [diljon5](https://www.skype.com/user/diljon5)
Citizenship: Tajikistan
Date of birth: 18/11/1977
Gender: Female
Marital Status: Married, have three children
Religion: Muslim
Public Profile: <http://www.linkedin.com/pub/dilbar-muminova/74/9aa/138/ru>

Desired employment: **Translator/Interpreter, ESL Teacher, English Teacher as a Foreign Language, Administrator, Finance Manager (Entry level), Finance Assistant, Accountant, Controller, Project Officer, Junior Accountant, Financier, Accountant Payable, Senior Administrative Assistant**

Work experience/Internships

Dates: From December 2013 till September 2015
Occupation or position held: Translator/Interpreter
Name and address of Employer: Farmer Advisory Services in Tajikistan (FAST), Dushanbe, Tajikistan, 1 Sulton Umar Street, Tel: 224-60-64, Website: www.fast-program.tj
Type of business or sector: USAID/FAST Project

Work experience/Internships

Dates: From October 2007 till February 2014
Occupation or position held: The English Teacher
Name and address of Employer: Tajik Agrarian University (TAU), Dushanbe, Tajikistan, 146 Rudaki avenue, Tel/Fax: (992 37) 224-72-07, Website: www.tajagroun.tj/en
Type of business or sector: Educational Institution

Work experience/Internships

Dates: February 2013 till November 2013
Occupation or position held: Translator/Interpreter
Name and address of Employer: Donaev Management Group, Dushanbe, Tajikistan, (www.donaev.uz), 15 Giprozem Street, Dushanbe, Tajikistan

Type of business or sector: Agricultural project „Sustainable Pasture, Arable and Forest Land Management“

Work experience/Internships

Dates: From July 2009 up to December 2010

Occupation or position held: Secretary/Interpreter/Translator

Name and address of Employer: The Republican Center for Farm Privatization Support, Dushanbe, Tajikistan

Type of business or sector: (Community Agriculture and Watershed Management Project (CAWMP))

Education and training

Dates: 01/01/2008 - 14/11/2011

Title of Diploma awarded: Master of Finance and Accounting

Principle subjects: Organization of agricultural production, Analysis of project, Financial accounting, Agricultural economics, Money, credit and bank, Basis of Marketing, Microeconomics, Macroeconomics, Finance, Analysis of finance accounting, International standardization of Accounting, Econometrics, Theory of finances

Name of Educational

Institution: **Tajik Agrarian University named after Sh. Shohtemur, Dushanbe, Tajikistan**

Faculty: **Faculty of Finance and Accounting**

Contact address: 146 Rudaki Avenue, Tel/Fax: (992 37) 224-72-07, Website: www.tajagroun.tj/en

Dates: 01/09/1995 - 01/06/2000

Title of Diploma awarded: Master degree in Teaching English and German as the Second/Foreign languages

Principle subjects: English and German as Second/Foreign languages, Pedagogic, Methodic, Phonetics, Teaching methods of foreign languages, Practical grammar of the English and German languages, the Tajik and Russian languages

Name of Educational

Institution: **Tajik State Pedagogical University named after K. Juraev**

Faculty: **Faculty of Foreign Languages with specialty of Teacher of English and German as Second/Foreign Language**

Contact address: 121 Rudaki Avenue, Tel: (992 37) 224-13-83, 224-89-93; Fax: (992 37) 224-13-83, Website: www.tgpu.tj

Personal skills

Mother tongue(s): **Tajik**

Linguistic proficiency:

Language	Reading / listening	Speaking / writing
Language 1 Russian	C1 – C2 (Proficient user)	C1 – C2 (Proficient user)
Language 2 English	C1 – C2 (Proficient user)	C1 – C2 (Proficient user)
Language 3 German	A1 – A2 (Basic user)	A1 – A2 (Basic user)

Computer skills:

Good command of MS Word, Excel, Power Point, Adobe Reader, Internet, E-mail, Outlook

Driving license:

Category B

Social skills and competences:

team spirit, good ability to adapt to multicultural environment and excellent communication skills gained through my experience as Translator/Interpreter

Place: Dushanbe, Tajikistan

Date: 09. 12. 2015

Signature: