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**CV**

**Adilbekova Aruna Maksatovna**

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| **Date of birth** | 23.10.2001 |
| **Nationality** | kazakh |
| **Address, phone number, e-mail** | Almaty region,Taldykorgan,  4 microdistrict, 63/66 house, 101 sq  87088205574  Aruna\_2020@inbox.ru |
| **Marital status** | single |
| **OBJECTIVE** | |
| Get an interesting job with decent pay and the prospect of career growth in the field of law | |
| **EDUCATION** | |
| 2018-2022 | Zhetysu University named after I.Zhansugurov  jurisprudence |
| **WORK EXPERIENCE**  Professional internship: From " May 24 " , 2021 to " June 26 " , 2021 , she had an internship for 5 weeks at the State Enterprise Taldykorgan | |
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| **ADDITIONAL INFORMATION** | |
| **Technical skill** | An experienced PC user. I work in the following programs: Microsoft Word,Excel,Power Point |
| **Professional skills and competencies** | The ability to competently draw up legal, procedural documents, knowledge of criminal law, the ability to work with complex people |
| **Foreign language knowledge** | English with a dictionary |
| **Personal qualities** | Without bad habits, neat, very responsible, timely performance of work, conscientious in work, high efficiency, discipline, learning ability, desire to do a good job |