


## PERSONAL INFORMATION

## Nurhayat Kurt

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## WORK EXPERIENCE

05/02/2018–Present

## Human Resources

Ekol Logistic, İstanbul (Turkey)

Follow Recruitment of Personal on SAP  
Approve Permission Report  
Dealing with Personal card on MEYER  
Support all processes of the HR Team.

15/06/2016–15/09/2016

## Human Resources Intern

Bnp paribas & Teb, İstanbul (Turkey)

Support Training and Development  
Identification of candidates for Training  
Identification of Trainers  
Identification of Classrom

10/04/2014–25/05/2016

## Photographer

Photo Pendik, İstanbul (Turkey)

Wedding photographer

Both take a photo, video and sales

## EDUCATION AND TRAINING

09/09/2013–25/06/2014

## English preparatory completion certificate

EQF level 5

Sakarya University School of Foreign Languages, Sakarya (Turkey)

05/09/2014–Present

Bachelors degree

Sakarya University, Sakarya (Turkey)

Human Resources Management

Additional fields;

Business Management

Marketing Management

Entrepreneurship

Information Technology

Professional English  
Accounting

08/02/2017–23/06/2017

**Erasmus + Exchange programme**

Uczelnia Techniczno-Handlowa im. H. Chodkowskiej, warsaw (Poland)

General ;  
Business management

Occupational;  
Management Of Enrerprises of the Future  
Cultural Determinants Human Values  
International Economics  
Operational Management  
Polish

2016 **KOSGEB entrepreneurship certificate**

Kosgeb

2015 **Effective communication and body language certificate**

Sakarya University

**PERSONAL SKILLS**

Mother tongue(s) Turkish

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B1	B1	B1	B1	A2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

**Communication skills**

- Photography teach me good communication skills
- I have empathy skill help me , when I communicate with other people
- Communicating Powerfully in Writing
- Communicating Effectively Face to Face
- Creating Business Success Through Persuasion
- Confidence in team work
- High adaptability to multicultural working environments

**Organisational / managerial skills**

- Good organisational skills gained as Erasmus Exchange Student
- Good team i gained skills as member of EU project
- Leadership in university orientation program

- Job-related skills
- Love Human Relations
  - Emphaty
  - Time management
  - Objektif Perspective

## Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Independent user	Independent user	Proficient user	Proficient user

Digital skills - Self-assessment grid