

YAGUB YAGUBLU

SUMMARY

Motivated Sociology student at Baku State University, expected to graduate next year, with a strong interest in pursuing a career in accounting and finance. Alongside academic studies, Completed a practical accounting course, gaining hands-on experience in accounting fundamentals, tax basics, payroll processes, and financial documentation. Familiar with accounting software such as 1C 8.3 and electronic tax systems. Eager to apply my analytical skills, attention to detail, and practical knowledge in an entry-level accounting role and further develop my professional expertise in the field.

EXPERIENCE

Volunteer Technical Support Assistant, 09/2023 - Current **Baku State University - Department of Social Sciences and Psychology - Baku**

- Worked with cross-functional teams to achieve goals.
- Assisted in organizing and supporting departmental events.
- Set up and maintained audiovisual and computer equipment.

Volunteer, 09/2023 - Current **Students' Trade Union Organization - Baku**

- Assisted in organizing and supporting student events and activities.
 - Participated in various university events, seminars, and social programs.
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EDUCATION AND TRAINING

Bachelor's Degree, Sociology, Expected in 06/2027 **Baku State University - Baku**

Student, Practical Accounting Training, 03/2026 **Meta Education LLC - Baku**

- Gained knowledge of core **accounting principles**.
- Learned **tax accounting procedures**, including VAT, profit tax, and simplified tax system reporting.
- Developed skills in preparing and submitting **electronic invoices (e-invoices)** and handling related documentation.
- Understood **banking operations**, including domestic and international payments and financial transactions.
- Acquired experience in preparing **invoices and account statements** for business operations.



CONTACT

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SKILLS

- Team collaboration
- 1C 8.3 Accounting Software (basic user level)
- E-Taxes Portal / Online Tax Systems
- EMAS / HR Government Portals (basic use)
- Attention to detail
- Organizational skills
- Time management
- Ability to follow procedures
- Fast learning ability
- Microsoft Excel (Intermediate)

- Gained practical knowledge of **1C 8.3 accounting software**, including inventory management and production accounting processes.
 - Learned **HR and payroll accounting processes**, including employee hiring, dismissal, employment contracts, and salary calculations.
 - Worked with **labor administration systems (e.g., e-portal/EMAS system)** for official employee registration and HR documentation.
 - Developed understanding of **tax reporting procedures**, including preparation and submission of tax declarations via online tax systems (e-Taxes portal).
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LANGUAGES

Azerbaijan:	Native	English:	A2
Native			
Turkish:	C1		
			
Advanced (C1)			