



# Khadija Ismayilova

UI/UX Designer | Marketing Specialist | Language Instructor

## Contact

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## Education

### Access Academy

Diploma of Completion – Web Design Class  
(UI/UX Design)

### Khazar University

Bachelor's Degree  
(Honours Diploma)  
School of Humanities and Social Sciences  
Area Studies (European Union)

## Digital Skills

MS Word  
Figma  
Canva  
1C for Enterprise

## Skills

UI/UX Design  
Communication  
Content creating  
Analytical thinking  
Problem-solving  
Creative thinking  
Copy writing  
Event management

## Languages

Azerbaijani	Native
Russian	Native
English	Advanced

## Work Experience

### Marketing and Communications Manager

2023-2024

#### [Khazar University](#)

- Managed Khazar University's brand in line with corporate guidelines
- Oversaw and updated social media and website content
- Created web content for a new university website
- Promoted university events and provided marketing support to departments
- Developed marketing and promotional materials and coordinated annual events

### Assistant of Store Manager

2021-2022

#### ["ABC-TELECOM" Kontakt Home store](#)

- Reported recurring operational issues to management
- Managed price updates and informed staff of new pricing categories
- Ensured compliance with visual merchandising and marketing standards
- Responded to customer inquiries and resolved issues
- Worked with the company's internal systems for daily operations

### Customer Service Assistant

2020-2021

#### ["Pasha Construction" LLC Deniz Mall](#)

- Reported recurring system issues (parking, security, maintenance)
- Handled customer complaints and provided solutions and alternatives
- Coordinated with mall tenants and monitored permit documentation
- Responded to customer inquiries and resolved issues
- Managed daily operations (security, parking, opening hours)

### English and Russian language instructor

2018-Current time

#### [Teachberry Academy, Bright Academy, Education Center and etc.](#)

- Delivered structured English and Russian language lessons
- Prepared learning materials and practice exercises
- Developed individualized study plans for students
- Collaborated with academic staff to support student progress

### Television Reporter

2018-2019

#### ["Modern Azerbaijan Youth" TV Program, AzTV](#)

- Produced entertaining videos and conducted guest interviews
- Reported on news and program segments

# Projects

## Communications and Content Manager

2025

### [Caspian Magazine Baku 25th Issue \(Trilingual Publication\)](#)

- Managed project coordination and communication between sponsors and editorial team
- Edited and polished content in Azerbaijani, Russian, and English
- Contributed to the anniversary issue dedicated to Karabakh's revival and history
- Supported overall production, ensuring quality and timely delivery

## Content Manager and Translator (multi-language)

2025

### ["Ethnographic Map of Yerevan Fortress-City" - Baku Art Centre](#)

### [State Support Agency for NGOs of the Republic of Azerbaijan](#)

- Prepared and edited texts, ensuring clarity, structure, and academic accuracy
- Studied historical sources and refined content for engaging presentation
- Contributed to preserving and promoting Azerbaijan's cultural heritage
- Participated in a grant-supported project led by Baku Art Centre Experimental Creativity Public Union

## Translator (Azerbaijani to English)

2022

### ["Shusha on Postage Stamps" book – Azerpost LLC under the Ministry of Digital Development and Transport](#)

- Translated and edited the book's materials into English
- Conducted research on Shusha's historical and cultural heritage
- Gained experience in philately and enhanced analytical and creative skills
- Collaborated with the author, project lead, and designer to ensure accuracy and quality

## Intern at General Secretary

2017

### [Ministry of Foreign Affairs of Azerbaijan Republic](#)

- Assisted with daily administrative tasks and completed assigned responsibilities
- Prepared and copied documents for mailings and internal distribution
- Contributed to archival documentation and record registration

# Certifications

## Diploma of Completion – Web Design Class

Access Academy, January 2026, Baku, Azerbaijan

## [Voluntary Work – International Symposium "Science and Technology in Islamic Civilisation"](#)

Khazar University, February 2015, Baku, Azerbaijan

## [Voluntary Work – Collaborative Workshop "Delivering Sustainable Economic Development in Resource-rich Countries"](#)

Khazar University, February 2015, Baku, Azerbaijan

## [Active Voluntary Work – Student Association \(2014–2015\)](#)

Khazar University, Baku, Azerbaijan

## [Active Representation of Speciality – Student Union \(2014–2015\)](#)

Khazar University, Baku, Azerbaijan

## [Event Affairs Deputy – Student Association \(2016–2017\)](#)

Khazar University, Baku, Azerbaijan

## [Participant – Jean Monnet Conference on the European Union 60 and Azerbaijan Relations](#)

Khazar University, Baku, Azerbaijan

## [Delegate – EU Simulation on Energy Cooperation](#)

Khazar University, May 2017, Baku, Azerbaijan

## [Deloitte Effective CV Writing Training](#)

Khazar University, February 2017, Baku, Azerbaijan

## [Organiser – MUN General Assembly Simulation "Poverty Reduction"](#)

Khazar University, June 2017, Baku, Azerbaijan