



# Drazdou Pavel

## PROFILE

I am a building engineer with more than 10 years of Industrial and Civil Engineering experience.

In the past years I was involved on many different projects, including registration and implementation of public procurement, conclusion of contracts and accounting.

Now I study JavaScript, HTML, CSS to develop and improve myself.



## MAIN SKILLS/YEARS

- The negotiation and conclusion of contracts /+12
- Design and budget documentation /+12
- Purchase of goods (works, services) /+6
- JavaScript /+1.5
- CSS /+1.5
- HTML /+1.5

## LANGUAGES

English



French



Russian



Belarusian



## EDUCATION

2003-2008

INTER-STATE EDUCATIONAL INSTITUTION OF HIGHER EDUCATION «BELARUSIAN-RUSSIAN UNIVERSITY»

**Specialty:** Industrial and Civil Engineering

**Qualification:** Building Engineer

2006-2008

INTER-STATE EDUCATIONAL INSTITUTION OF HIGHER EDUCATION «BELARUSIAN-RUSSIAN UNIVERSITY»

**Specialty:** Accounting and Control in Industry

**Qualification:** Accountant and economist

## EXPERIENCE

2014-2020

**Head of Department of Investment, Public Procurement and Logistics**

at Mogilev Regional Court

Conclusion and performance of contracts: drafting both standard and customized contracts; proofreading and editing of contracts from the counterparties. Preparing documents for participation in public procurement. Sharing legal opinions on issues, incl. assessment of legal risks, description of options for risk reduction, action planning in cooperation with other structural divisions. Forecast of financial, business activities, financial analysis.

2008-2014

**Engineer of Budget and Contract Administration Dept.**

at «Mogilev House-Building Plant» (Mogilev House-Building Plant, OJSC)

Determine cost estimate targets during the design and development process, recommending cost effective solutions. Gather proposals, specifications and related documents and liaise with stakeholders in order to convert specifications to cost estimates for new and current products.

## QUALIFICATION CERTIFICATES

CT №101591

**Certified to perform functions:** construction of facilities

**Specialty:** estimate engineer (estimator)

**date of issue:** 03.06.2016

**valid until:** 03.06.2021.

MH №103236

**Certified to perform functions:**

performing the functions of a customer, developer, provision of engineering services for implementation of activities in the field of construction.

**Specialty:** project manager (manager)

**date of issue:** 29.07.2016

**valid until:** 29.07.2021



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