



PROFILE

I consider myself to be a conscientious, responsible and organized individual. I have a keen interest in content-related tasks, including adding information to websites, working with texts, editing, handling images, managing social networks, and engaging with AI technologies.

CONTACT ME

 +380637321719

 annn1205@gmail.com

Telegram: t.me/Nephritisss

ANNA OVCHAROVA

*Content Editor | Content Specialist |
Copywriter | AI Specialist*

➤ EDUCATION

UNIVERSITY OF CULTURE AND ARTS

Master's Degree

DEPARTMENT OF JOURNALISM

2017–2019

UNIVERSITY OF CULTURE AND ARTS

Bachelor's degree

DEPARTMENT OF PUBLISHING AND EDITING

2013–2017

➤ LANGUAGE

Native Ukrainian | Russian

Upper Intermediate (B2) English

➤ WORK EXPERIENCE

WORK IN THE POSITION

OF CONTENT SMM MANAGER

2021–2026

- Adding information to the site
- Proofreading and editing of information already on the site
- Translation of articles from Russian/English into Ukrainian
- Management of social networks (Instagram, Facebook, Twitter; work with comments and direct, writing short texts for posts)



MY HOBBIES

- Reading
- Playing games
- Writing
- Visiting new places
- Exploring local cuisine
- Learning AI opportunities

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WORK IN THE POSITION DATA ANNOTATOR 2021-2022

- Data analysis with artificial intelligence
- Train artificial intelligence

WORK IN THE POSITION OF CONTENT EDITOR 2020-2021

- Editing of articles and their design on websites
- Creating banners

➤ SKILLS

- Microsoft Office | Outlook
- Adobe Photoshop
- WordPress | Joomla
- Artificial Intelligence
- ChatGPT | Claude | Gemini etc.
- Undetectable AI | Writesonic etc.
- Html/Css
- Canva | Figma
- CRM
- Jira

➤ ACHIEVEMENTS

- Completed the courses Html/Css
- Participated in a seminar on working with Instagram and Facebook
- Completed the «Fundamentals of Digital Marketing» based on Google
- Participated in a seminar on graphics and design (Adobe Photoshop, InDesign, Illustrator)
- Completed a short motivational course (psychological practice)



➤ CERTIFICATES

Front-End Basic (Html/Css).

Upper Intermediate (B2) English

➤ PORTFOLIO

SMM Portfolio

Articles

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