



Metjon Agastra

Date of birth: 27 May 2003 | **Nationality:** Albanian | **Phone number:**
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WORK EXPERIENCE

27 MAY 2020 – CURRENT Tirana, Albania
ADMINISTRATOR DRIMA SHPK.

- Identified market trends and consumer preferences to select products with high potential for sales
- Collaborated with suppliers and vendors to evaluate product quality
- Implemented efficient scheduling systems to maximize productivity
- Supervised staff to ensure alignment with organizational goals
- Fostered positive work environment through effective communication and conflict resolution

EDUCATION AND TRAINING

8 SEP 2019 – 6 JUN 2021 Tirana, Albania
HIGH SCHOOL DIPLOMA Kings college Tirana

10 OCT 2021 – CURRENT Tirana, Albania
BACHELOR DIPLOMA University of New York Tirana

LANGUAGE SKILLS

Mother tongue(s): **ALBANIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C2	C2	C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Office package: Microsoft Word, Excel, PowerPoint, Access | Social Media / Social Network

ADDITIONAL INFORMATION

HONOURS AND AWARDS

16 JUN 2017
2nd place winners – USA Genius Olympiad Recipient of Second Place in the Genius Olympiad for innovative creation of an environmentalist robot. Developing a cutting edge robot solution aimed at addressing environmental challenges.