






PERSONAL INFORMATION



Hristina Zdravkova Nedeva

 Bulgaria, Burgas, Slaveikov 34
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 hristinedeva@yahoo.com, xristina.nedeva@gmail.com
 www.HristinaNedeva.com

Sex female | Date of birth 08.07.1987 | Nationality Bulgarian

WORK EXPERIENCE

From April 2007 to now

Head of Department "Public Relations"
National NGO "Voice of the youth" Bulgaria www.mg2007.bg

- Replace with main activities and responsibilities
Business or sector Organizing events, civic initiatives, seminars, round tables. Construction of the overall image of the organization in social media, the public, works with media channels. Design and create online marketing and advertising campaigns. Manage high-impact content for the major social media networks (Facebook, Twitter, Google + , Instagram +etc.). Web analysis – monitor and manager online marketing budget, analysis of results and creation of reports. Copywriter.

From March 2017 to August 2017

Expert "Marketing and Advertising"
Software company "Smart Software Systems" Burgas
<https://smart-ss.org/>

- Replace with main activities and responsibilities
Business or sector
Google AdWords ad campaign support, Facebook profile. Graphic design of advertising materials - brochures, business cards, catalogues, etc. Participation in exhibitions and presentations. Writing articles and maintaining a blog. Making ad campaigns. Communication with media channels.

From April 2014 to May 2016

Editor in Chief a Bulgaria Portals – Burgas Portal, Sofia Portal, Plovdiv Portal, Ruse Portal, Varna Portal
www.bulgaria-portal.com : www.burgas-portal.com www.plovdiv-portal.com
www.sofia-portal.com www.ruse-portal.com www.varna-portal.com

- Replace with main activities and responsibilities

Business or sector

Daily maintenance of portals with news. Bulgaria Portal is different News agency for cultural, recreational, tourist, local events. Correspondence with institutions and business environment in every for all Portals. Organization of online events, social networking and customer engagement online. Web analysis – monitor and manager online marketing budget, analysis of results and creation of reports

From August to November 2013

Expert “Public Relations”

The first lifestyle shopping centre in Burgas STRAND www.strand.bg

- Replace with main activities and responsibilities

Business or sector Public Relations

Organizing events. Construction of the overall image of the organization in social media, the public, works with media channels. Design and create online marketing and advertising campaigns. Manage high-impact content for the major social media networks (Facebook, Twitter, Google + , Instagram +etc.). Web analysis – monitor and manager online marketing budget, analysis of results and creation of reports. Copywriter.

From November 2010 to August 2013

Expert “Public Relations”

Burgas University “Prof. Dr. Asen Zlatarov” www.btu.bg

- Replace with main activities and responsibilities

Business or sector Public Relations

Organizing events, civic initiatives, seminars, round tables. Construction of the overall image of the organization in social media, the public, works with media channels. Design and create online marketing campaigns. Manage high-impact content for the major social media networks (Facebook, Twitter, Google + , Instagram +etc.).

EDUCATION AND TRAINING

2016 **PR and Management of Reputation**

London School of Public Relation

From 2010 to 2012 **Business administration**

New Bulgarian University

- Master degree

From 2006 to 2010 **Public Relations**

Burgas Free University - Bulgaria

- Bachelor degree

From 2001 to 2006 **Technology and Management**

Secondary school of tourism Burgas “Prof. dr. Asen Zlatarov”

- Replace with a list of principal subjects covered or skills acquired

PERSONAL SKILLS

[Remove any headings left empty.]

Mother tongue(s) Bulgarian

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English language	PROFICIENT USER	PROFICIENT USER	PROFICIENT USER	PROFICIENT USER	PROFICIENT USER
	Replace with name of language certificate. Enter level if known.				
Russian language	BASIC USER	BASIC USER	BASIC USER	BASIC USER	BASIC USER
	Replace with name of language certificate. Enter level if known.				

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
Common European Framework of Reference for Languages

Communication skills Active listening skills, knowledge of the characteristics of non-verbal communication, specifying the facts and information, communication skills, self-motivation, empathy, teamwork.

Organisational / managerial skills Skills to coordinate people and activities, leadership skills, writing projects, Organization of formal and informal events, decisions, to hold responsible.

- Member of the Board of Directors and PR NGO "Voice of the Youth" Bulgaria;
- Diploma "For outstanding contribution and dedication to the organization. Without you, what young people want to say will be heard and understood by the public" team of the National NGO " Voice of the youth "
- Diploma "For loyalty and contribution to the activities of the Union of Bulgarian Commandos in 2015" - from the Chairman of the Bulgarian Commandos General-Prof.Yuliy Abadzhiev

Computer skills Working with all Windows-applications, office machines, Power Point, Picasa, Photoshop, Illustrator.

- Other skills
- Certificate of Graphic Design – Illustrator and Photoshop - 2016
 - Participation in training for NGOs - "Professional standards in communication NGO - traditional, new and social media";
 - Certificate of program "Photoshop" - 2015;
 - Certificate seminar "Structured dialogue and youth empowerment" by Program for Erasmus + on the EC;
 - Certificate " How to prepare a successful project under the EU programs" - Projecta Sofia;
 - Certificate of first and second level in Russian language - Language Centre WORDS- Burgas;
 - Visited and trained in the European Union, Brussels. Visited the Committee of the regions and Parliamentarium – the European Parliament’s visitors’ centre in Brussels. Trained in virtual visit of “Role play game”;
 - Participation of work meeting in Ancona, Italy, representative a member of the Board of Directors NGO "Voice of the Youth" Bulgaria. Project “Black sea social network for effective cooperation” in Union of Bulgarian black sea local authorities;
 - Certificate for "Preparing a business plan for conducting business by NGO" organized by the Bulgarian Center, supported by the Foundation “America for Bulgaria”;
 - Certificate of training – International Rotary Youth Leadership Award (RYLA) Seminar 2011 – Rotary international district 2484;
 - Participation in Summer University- National Student Games’ 2011;
 - Certificate of seminar "Business software under MAC OS”;
 - Youth Seminar: "Conflicts in everyday", “Teamwork”, “Preparation of youth projects”, “European integration - institutions, programs and politics”, “Democracy and civil society”– organized by National Center for Youth programs and initiatives – Burgas “Voice of the youth”;
 - Certificate of English Upper-intermediate - Britanica educational centre- passed 4 levels;
 - Training of 3 months with Certificate in Academy by Foundation "Konrad Adenauer"- personality psychology, rhetoric, media communication, successful management;
 - Training workshop of Private public Partnership;
 - Certificate of three modular training: public speech, media courses, rhetoric;
 - Seminar on “Management and Leadership”, organized by the European Information Center-Burgas;
 - Leadership Training- Bulgarian Red Cross;
 - Certificate on "Preparation of the European project”;
 - Summer camp “Globalization” - British Red Cross;
 - Knowledge of the principles on International Red Cross movement.
- Driving licence
- Categories “B” – from 04.12.2008.