

# Iryna Yevdokymova

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## Experience

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### **OCUUC, CWS (Church World Service)\* Orange County, CA \*August 2024 - Present\* | Costa Mesa, CA Substitute Kindergarten Teacher (Part-Time) | 08/2024**

Providing care and instruction to kindergarten students, adapting to various educational needs.

### **Harris Teeter | Charleston, SC Deli Associate | 10/2023 - 05/2024**

Assisted customers with product selections and processed orders efficiently.

- Prepared, sliced, and packaged deli items while maintaining cleanliness and safety standards.

- Monitored inventory, ensuring freshness and proper stock levels.

### **Additional Experience | Odesa, Odeska Sound and art therapy expert, volunteer | 09/2022 - 08/2023**

Participated in television social projects as an expert and participant in Ukraine. Conducted psychological retreats in Ukraine. Meditative sound therapy with Tibetan bowls in a group and individually, conducted group art therapy in Ukraine and in Switzerland with adults and children who suffered because of the war in Ukraine. Participated in the volunteer movement in Ukraine.

### **Law Investigation Bureau of I. Yevdokymova | Odesa, Odeska Founder and Owner | 01/2021 - 04/2023**

As the Head of the Law Investigation Bureau, I was responsible for overseeing and managing the entire spectrum of legal investigations, ensuring that our clients received comprehensive and accurate legal support. I led a team of skilled attorneys and investigators, guiding them through complex legal cases, from criminal investigations to civil disputes. My role involved strategic planning, case management, and ensuring that all investigations were conducted in compliance with legal standards and ethical guidelines.

In addition to managing the daily operations of the bureau, I personally handled high-profile cases that required advanced legal expertise and investigative skills. I collaborated closely with law enforcement agencies, forensic experts, and other legal professionals to gather and analyze evidence, build strong cases, and represent our clients effectively in court. My responsibilities also included negotiating settlements, drafting legal documents, and providing expert legal advice to clients on a wide range of legal matters.

### **Odessa Bar Association | Odesa, Odeska Attorney, Lawyer | 02/2004 - 01/2021**

Provided comprehensive legal services, representing clients in civil and criminal cases.

### **Odessa Railways State Enterprise | Odesa, Odeska Senior Specialist, Legal Department | 08/2000 - 01/2004**

Managed legal matters for the enterprise, ensuring compliance with national regulations.

### **Gymnasium Boarding School No. 1 | Odesa, Odeska Educator Assistant | 09/1996 - 06/2000**

Worked as an after-school care educator for elementary students, managing extended day programs.

## Education

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### **Acting and Psychological Mastery Course | Odesa, Odeska 05/2023**

### **Odessa National University I.I. Mechnikov, Ukraine | Odesa, Odeska Bachelor of Law | 07/2020**

### **South Ukrainian National Pedagogical University K.D. Ushinsky Bachelor of Higher Pedagogical Education\* | 06/2000 Bachelor of Higher Pedagogical Education**

## Skills

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Customer service, Time management, Computer literacy, Food service, Communication skills, Leadership, Documentation review, Microsoft excel, Microsoft word, An adaptive leader, problem-solving skills, pedagogical skills, extensive mentoring experience

### Certifications

- Valid driver's license with reliable personal transportation and insurance.
- Work permit in the United States.

### Languages

- Native Ukrainian
- Fluent Russian
- Basic English (currently studying)

### Personal Qualities

- Highly organized and able to manage multiple tasks efficiently.
- Excellent interpersonal skills, ensuring effective communication and collaboration.
- Creative thinker with a talent for innovative solutions.
- Adaptable and eager for new challenges and learning opportunities.