

## PERSONAL INFORMATION

Aliyeva Incha

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## WORK EXPERIENCE

27 Mar 2018–Present

**Office Assistant**

Khazar University International Office, Baku (Azerbaijan)

Oversee all migration issues and work with State Migration Service and Ministry of Foreign Affairs of Azerbaijan Republic

Provide assistance with international student recruitment, admission and engagement

Assist in implementation of other projects and programs

Coordinate guidance, pick-up and other services for incoming foreign students/staff/visitors

11 Jul 2016–30 Sep 2016

**Research assistant (intern)**

The Institute of International Relations, Prague (Czech Republic)

Prepare reports, articles, presentations; Conduct literature reviews; Attend project meetings, area seminars and other meetings as necessary; Event management and administrative tasks

25 Aug 2014–30 Jun 2015

**Communications specialist - Graduate Excellence Programme**

Baku European Games Olympic Committee, Baku (Azerbaijan)

Managing Media Library; Receiving & Managing Publication requests; Managing General Enquiries – Responding to the questions or forwarding requests, receiving from Contact Us section of baku2015.com website; Checking Azerbaijani translations; Attending to venue tours with local, international media and NOCs; Games-time role: Local, Social Media and TV Monitoring

15 Jan 2014–15 May 2014

**PR assistant (internship)**

IDEA (International Dialogue for Environmental Action) Public Union, Baku (Azerbaijan)

Translating/Editing; Event Management;

25 Jun 2011–30 Apr 2012

**Research assistant**

Baku State University, Modern Azerbaijan Chair, Baku (Research assistant)

## EDUCATION AND TRAINING

1 Oct 2015–30 Sep 2017

**MA of Global Studies**

University of Wroclaw, Wroclaw (Poland)

Development Economics; International Protection of Environment; Globalization and Regionalisation; Human Rights; Theories of International Relations; EU Foreign Policy; International Economic Transactions; Introduction to International Migration; Transition of Power; International Forecasts and Simulations; Resource Curse: Oil, Minerals and Development of Nations; Solutionism to Singularity: Expansion of the Digital Economy; Middle East in the International Relations

*MA in Global Studies - Erasmus exchange at Leipzig University*

State in Africa; Contesting Transatlantic Space; Oil, Power and Climate; Soviet Central Asia and its legacy; Europeanization of the Neighborhood? History, actors and interests; Social Integration in the European Union

1 Dec 2012–1 Dec 2015

**PhD Literary Studies (Performed two and half years of studies in**

**pursuit of PhD before exiting program)**

Baku State University

English Language; IT; Conducting research on PhD thesis

15 Sep 2010–30 Jun 2012

**MA of The Theory and History of Literary Criticism**

Baku State University

Translator of the five academic articles (from Turkish into Azerbaijani); Translator of "General, Comparative and National Literature" in *Theory of Literature* (Austin Warren, Rene Wellek) from Turkish and English into Azerbaijani; Senior Editor of the book *Eaglet*. Author of commentary on this book. February 2012; Senior Editor of the book *Ahmed Jafaroglu*. June 2012

15 Sep 2006–30 Jun 2010

**BA of Azerbaijan Literature and Language**

Baku State University, Baku (Azerbaijan)

General Linguistics, Introduction to Linguistics, Introduction to Turkology; Comparative Grammar of Turkic Languages, Ancient Turkic Literary Monuments, English Language, Teaching Methods of Azerbaijan Language, Psychology, History of Azerbaijan, World Literature, Culture and Gender, The Literature of Turkic Nations, The Language of Orkhon-Yenisey Monuments, Russian language, Constitution of Azerbaijan Republic etc.

15 Oct 2017–21 Oct 2017

**Fourth Eastern European Academy for SOCIAL DEMOCRACY**

Friedrich Ebert Stiftung, Tbilisi/Kvareli (Georgia)

The discussion topics included:- Health Systems Worldwide and Social Democratic Health Policy; The Georgian Health System, Past and Future Reforms; The role of media in Post-Soviet and EaP countries and media propaganda; Media Literacy Competences

10 Oct 2017–4 Dec 2017

**Series of Workshops and seminars on Migration Studies**

ICMPD Azerbaijan

- 'Researchers in Social Sciences', by Roland Hosner and Dr Michaela Vanore, 10-11 October 2017; Trafficking in Human Beings, 18-19 November 2017; Media and Migration and Perception of Migrants, by experts from COMPAS (Centre on Migration, Policy, and Society) at the University of Oxford, 2-3 December 2017

7 Sep 2017–10 Sep 2017

**Central and Eastern European Regional (CEE) Meeting**

Oikos Baku (Azerbaijan)

- 'Leadership in Sustainable Urbanization'

20 Jul 2017–23 Jul 2017

**Young leaders for a Social and Democratic South Caucasus Regional Lab**

Friedrich Ebert Stiftung, Kvareli (Georgia)

Political and civil participation; Education

16 May 2016–19 May 2016

**Women Deliver 2016 Summit**

Copenhagen (Denmark)

Plenaries: - A Girls' and Women's Lens on the SDGs; How Do We Know How we are Doing?; A Close Look at Climate Change: Challenges and Solutions; To The Point "TED-style" talks; Want to End Poverty? Invest in Women's Economic Empowerment; Powerful Women; Look to the Future: Transformation, Innovation and Partnership; Men with Power: Delivering for Girls and Women; Be the Change You Want to See; Learning and Working Across Generations

Sessions:- Essential Care in Humanitarian Settings; Investing in Girls and Women to Combat Climate Change; Women Defending Environmental and Human Rights; Female Voices from the Front Lines of Climate Change

- 30 Mar 2015–4 Apr 2015 **Module I Young Women's Peace Academy**  
 Kvinna till Kvinna, Tbilisi (Georgia)  
 Conflict Theory; Peace building; Communication; Women, Peace, Security agenda
- 15 Oct 2014–19 Oct 2014 **One Young World Summit 2014**  
 Dublin, Éire/Ireland  
 Sustainable Development; Human rights; Peace and Conflict Resolution; Leadership and Government; Redefining Space
- 18 Aug 2014–22 Aug 2014 **Utrecht Summer School - Bilingualism Course**  
 Utrecht  
 Bilingualism and Multilingualism among us; Bilingualism, influential factors, current questions, trends and debates; The input factor, quantitative and qualitative exposure, variation and measurement; Bilingual brain and human cognition; Bilingualism and culture influence – open discussion; Bilingual research summary: Methods, factors, similarities and differences etc.
- 30 Nov 2013–6 Dec 2013 **Bonn International Model of United Nations**  
 Bonn International MUN, Bonn (Germany)  
 UNDP committee; Discussion topics: FGM and Sport for Peace and Development
- 19 Oct 2013–27 Oct 2013 **Youth in Action Circle Project**  
 Milizia dei Folli, Rustavi (Georgia)  
 Project Management; Conflict Resolution; Youth Action
- 11 Apr 2013–13 Apr 2013 **Familiarizing with International Institutions**  
 NISA (NATO International School of Azerbaijan), Baku (Azerbaijan)  
 • UN • EU • IMF • World Bank • IOM

**PERSONAL SKILLS**

Mother tongue(s) Azerbaijani

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	B2	B1	B2	B2
IELTS 6.5					
Russian	B2	B2	B1	B1	B1
Turkish	B2	C1	B2	B2	B2
French	A1	A1	A1	A1	A1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
 Common European Framework of Reference for Languages