

Gülşen Dökmecioğlu

2/A Kaymakam Road, Namık Kemal Street, Famagusta – Northern Cyprus, Mersin 10 Turkey

Date of Birth: 21 October 1990

Nationality: TRNC

Office Tel: 0 (392) 630 1406

E-mail Address: gulsen.dokmecioglu@emu.edu.tr

WORK EXPERIENCES

2013 – present **Eastern Mediterranean University**
Senior Lecturer

I have been working as a part-time instructor at the Business Administration department of Business and Economics Faculty since September 2013. I teach Production Management, Introduction to Information Technology I, Research Methods, Quantitative Analysis, Organizational Behavior, International Human Resource Management, Principles of Accounting I, Introduction to Business I and II courses to undergraduate students. Besides, I voluntarily contribute to departmental duties.

2011 – 2013 **Eastern Mediterranean University**
Research Assistant

I worked as a research assistant for two years at the Business Administration Department of Business and Economics Faculty. I was an assistant of Production Management, Information Technology I, Quantitative Analysis and Principles of Accounting I courses. I taught these courses both in English and Turkish languages. Apart from this, I helped the secretary about the issues related with the department.

July 2010 **Soyel Accounting Office**
Internship

I did voluntary internship at Soyel Muhasebe, Famagusta during July 2010. I have learned computerized accounting, filling up VAT Forms, corporation establishment procedures, income tax and social insurance processes.

August 2009 **Universal Bank**
Internship

I did voluntary internship at Universal Bank, Famagusta branch between 1 August-31 August 2009. I have learned credit card debt payment, cell phone debt payment, drawing money from accounts, taking account activities, opening time and demand deposit accounts, updating deposit books, buying and selling exchanges, transferring money between tellers and balancing the cash.

EDUCATION

2016- Present **Eastern Mediterranean University**
Faculty of Business and Economics
PhD of Business Administration

2011 – 2013 **Eastern Mediterranean University**
Faculty of Business and Economics
M.A Degree in Marketing Management
CGPA: 4/4

Awards:

Conference Certificate

6th International Conference on Services Management – June, 2013

Course Certificate

Entrepreneurship and Innovation Management - July,2012
Universita Degli Studi Di Napoli Federico II, Italy

2007 – 2011

Eastern Mediterranean University
Faculty of Business and Economics
B.A Degree in Business Administration
CGPA: 3,99 / 4

Awards:

High Honor Certificate

Achieved every semester from 2007 to 2011

Certificate of Merit

Active participation in SPIKE(Socio-cultural, Professional and Industrial Knowledge and Experience) program
General Education

2001 – 2007

Eastern Mediterranean College

IGCSE Art
College Diploma: 9,12 / 10

4 IGCSEs : Mathematics [Grade:A]
Information Technology [Grade:A]
English [Grade:C]
Child Development [Grade:C]

1 GCE : Turkish [Grade:A]

SKILLS

Language Skills:

- **International English Language Testing System (IELTS)**
Reading:7 Writing:6 Speaking:6 Listening:6.5, Overall:6.5/9
Cambridge University – 18.10.2014

- **English for Business Communications (EBC)**
Achieved Level 2 (Pass)
City and Guilds – 25.06.2011

Computer Skills:

- **Microsoft Office 2013, SPSS, AMOS, E-views, Data Stream, Orbis**

Other Skills:

- **November 2005 Associated Board of the Royal Schools of Music**
Theory Examination
Average:82/100 (pass with merit)

- **April 2001-2005 Associated Board of the Royal Schools of Music**
Piano Examination- 'Passed' Grade 1-5

Associations and Clubs: I was a member of `Famagusta Folk Dance Association` between 2004-2011 and actively participated in its different activities and shows.

Hobbies:

Going to the cinema and swimming.

REFERENCES

Prof. Dr. Sami Fethi – Full-time instructor, Business Administration Department, EMU
e-mail: sami.fethi@emu.edu.tr Office No: 630 2747

Assoc. Prof. Dr. İlhan Dalcı – Vice Chair, Business Administration Department, EMU
e-mail: ilhan.dalci@emu.edu.tr Office No:630 1472