

# Alla Sarkisian

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## OBJECTIVE

To obtain a position as a Project Manager at the Hermes Cosmetics store in Beverly Hills, CA

## SKILL SUMMARY

- Languages: fluent in Russian, Armenian, English. Able to communicate and understand conversational Spanish.
- Creative and problem-solving individual, who seeks to find solutions to problems very quickly and efficiently.
- Eager to learn more and ready to take risks.

## EDUCATION

**Bachelor's degree in Business Management/Administration** May, 2027  
California State University, Northridge (CSUN), current GPA 3.78

### Relevant Coursework:

- Business administration
- Statistics
- Economics
- Business English
- Information Systems

### Relevant Projects:

- Organized a charity in the form of a farmers market at Moscow State University, Yerevan Branch, where all the profits were given to refugees from Artsakh.

## EXPERIENCE

Length: September 2023- Current

Position: Billing assistant

Employer: Healthy Standards Inc.

Location: Glendale, CA

- Collaborated with Health plans and IPA companies to reduce the underpayment issues.
- Negotiated contracts with Hospices/Providers/Home Health facilities.
- Supervised for billing the corresponding companies with the right amount of reimbursement price.
- Acquired experience with health department inspections.

## TRAINING AND CERTIFICATION

Project Management Google course (2022)

