

**Viktoriia Holovatchuk**  
32 years old  
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Støperiveien 52, 1467 Strømmen, Norway  
Ukrainian attorney's licence № 001785, 05.02.2021

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I am a highly qualified and results-driven lawyer with +5 years of experience ensuring the legality of public procurement. I possess valuable skills such as critical thinking, persuasiveness and sound judgment that I firmly believe make me best suited for the position of a Lawyer. Achieved advantageous settlements in numerous legal cases. A strong leader who works well under pressure and understands the complexities of the legal system.

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## EDUCATION

**IVANO-FRANKIVSK INSTITUTE OF LAW OF THE NATIONAL UNIVERSITY ODESA LAW ACADEMY**  
*Specialist / Master of laws*

**Ivano-Frankivsk, Ukraine**  
*Sep 2011- March 2012*

**LVIV STATE UNIVERSITY OF INTERNAL AFFAIRS**  
*Bachelor of law*

**Lviv, Ukraine**  
*Sep 2007 – June 2011*

## WORK EXPERIENCE

**INDEPENDENT LEGAL PRACTICE**  
*Lawyer*

**Ivano-Frankivsk, Ukraine**  
*Feb 2021 – Feb 2022*

- providing legal advice and counsel;
- drawing up legal documents related to divorces, wills, contracts and real estate transactions, and prosecuting or defending in court;
- communication with legal entities;
- working in the field of public legislation.

**LAWYER ASSISTANT OF A PRIVATE LAWYER**

**Ivano-Frankivsk, Ukraine**  
*June - Dec 2020*

**LEGAL ASSOCIATION “LEGAL INNOVATIONS GROUP”**  
*Lawyer assistant*

**Ivano-Frankivsk, Ukraine**  
*April 2019 – June 2020*

**MUNICIPAL ENTERPRISE “VODOTEPLOSERVICE”**  
*Lawyer*

**Kalush, Ukraine**  
*October 2015 – July 2017*

- preparation of normative legal acts;
- representation in courts;
- worked with consumers.

## EXTRACURRICULAR ACTIVITIES

**Member of Ukrainian National Bar Association**  
**Member of Administrative Law and Procedure Committee**  
**Member of the UNBA NextGen Committee**

**UA.SUPPORT (<https://www.ua.support/>)**

*Volunteer Lawyer*

**Norway**

*October 2022 - present*

**WE4UA (non-profit)**

*Volunteer* (legal assistance to Ukrainians abroad)

**Ukraine**

*Mar 2022 - present*

**Certificates of the Academy Training Advisor**

**Kyiv, Ukraine**

*2020-2021*

- "Conducting procurement procedures without errors, taking into account changes to the new law. Procurement practice"
- "Intensive course for suppliers: " How to win the tender? "
- "Transition from the tender committee to the authorized person"
- "Authorized person: how to work under the new law"
- "Online. Responsibility in the field of public procurement" The practice of appeals and case law.

**Certificate of professional development issued by the MCFR Digital Publishing House and Yaroslav Mudryi National Law University in the curriculum:**

- "How to plan purchases in 2021 to get what you need in time"
- "National Certification of Public Procurement - 2021"

**Certificate of the Kyiv School of Economics as the top 5 graduates of the course:**

- "Public Procurement Specialist"

**Certificate in Fitness Academy**

**Kyiv, Ukraine**

*2017*

**Certificate in Lviv Fitness Weekend**

**Lviv, Ukraine**

*2017*

## **OTHER**

**Languages:** native Ukrainian, fluent Russian, pre-intermediate English, elementary Norwegian.  
**IT skills:** advanced knowledge of Excel, Word and PowerPoint, Acrobat Pro, Adobe Lightroom, Internet research, social media, task manager.  
**Interests and hobbies:** sport activity (a certified gym coach and nutritionist), reading, traveling, spending spare time with my family and raising a daughter.