



Olena Dzhenieieva

09.09.1987

Frederikssund, Denmark

+45 91 44 75 76

e.dzhenyeyeva@gmail.com

<https://www.linkedin.com/in/elena-dzhenieieva-998565229/>

Key competences: 8 years of experience in project management, legal support of business and individuals.

As a result of the war in Ukraine found new home in Denmark.

Personal characteristics: easily and quickly enough enter into new and unusual issues, like tasks that require systematic thinking and complex approach, team player.

Employment history:

2019-2022 - Phoenix Mental Health Center LLC, (Kyiv, Ukraine) – Founder and CEO

Founded the **healthcare facility** and managed all aspects of its activity, which is specializing in treating patients in the area of psychiatry, medical psychology, narcology, neurology (online and offline consultations and therapeutic groups + in-patient facility, 15 employees):

- Conducted market analysis, management, and legal support of licensing of the mental health clinic, creating the system of inner legislative acts of the legal entity, legal aspects of recruitment of the personnel. Applied for and received all necessary regulatory approvals.
- Solicited and received necessary investments, managed all aspects of the building construction, working with architects, utilities, suppliers, vendors, construction workers and employees.
- Received Certificate of Occupancy, purchased all necessary equipment and supplies, hired medical and support staff.

2014 – 2019 – Spiritus Temporis LLC, (Simferopol, Crimea) – Founder and CEO

Established **full-service legal firm** to help citizens and businesses during administrative changes in Crimea:

- Starting from scratch, grew the business to 10 employees within a year.
- Provided legal outsourcing for commercial and non-commercial legal entities (LLCs, hospitals, audit firms, charity funds, non-commercial organizations, cooperatives, housing management organizations and more).
- Registration of commercial and non-commercial legal entities, representing them in governing and supervisory bodies, opening banking accounts, licensing and more.
- Court representation of the interests of physical and legal entities in litigation of property rights, corporative, family, labor and other cases (including protection of rights of children and women).

2010 - 2012 – Self Employed – Interpreter and Translator

Provided interpretation and translation services in Ukrainian, Russian, English and German languages for scientific conferences.

Education:

2012-2015 – Moscow State University of

International Relations (MGIMO), (Moscow, Russia) - Master of International Law with knowledge of English
Graduated from the faculty of International Institute of Energy Policy and Diplomacy, diploma with excellence (summa cum laude). The topic of the Master Dissertation is «Legal regulation of energy delivery in

the Russian Federation». Some of the course works included:

- Means of security the obligations.
- Laws and customs of war.
- Resolving tax disputes in foreign countries.
- Legal effectiveness of contracts according to foreign legislations.
- Loan contracts and their role in banking.

2006-2012 – Orthodox St. Tikhon Humanitarian University, (Moscow, Russia) - Specialist in Theology. Besides theology in general studied theological origins of religious legal systems and their elements in modern legislation.

Foreign languages:

- English (advanced, including legal English)
- German (intermediate)
- Russian (native speaker)
- Ukrainian (native speaker)
- French (independent user)
- Hebrew (independent user)

Additional skills:

- Excellent computer skills with Microsoft Office and similar software.
- Agile methodology of team and project management.
- Ability to assess and analyze investors' intentions and needs to determine the best possible ways of getting a profit.
- Good communication and motivational skills.
- Financial accounting skills.
- Ability to build an efficient, reliable, and motivated team.
- Proactivity, willingness to take responsibility for the result.
- Strong presentation and public speaking skills.