

Milena Danielyan

 Glendale, CA
 424-244-2217

Objective

Dedicated and detail-oriented professional with 3 years of office experience in the United States, including expertise as a **Credit Repair Manager**. Skilled in social media marketing and community engagement. Trilingual in Armenian, English, and Russian. Currently a student seeking a **part-time position**, with strong skills in credit repair, client communication, and digital marketing. Open to opportunities in office support, credit repair, and related fields.

Skills

- Credit repair strategies & client advising
- Social media marketing & content management
- Community outreach & engagement
- Office administration & document preparation
- Customer service & communication
- Bilingual/trilingual (Armenian, English, Russian)
- Problem-solving & attention to detail
- Time management & multitasking

Education

Currently pursuing degree studies – GCC Business Administration
CSUN-N Business Finance
Yerevan State University Faculty of Romance and Germanic Philology

I value a positive and professional work environment and enjoy being part of a friendly, cooperative team. I bring strong community-building skills, adaptability, and a commitment to delivering excellent service. I am motivated to grow, take on new challenges, and contribute to both team success and client satisfaction.