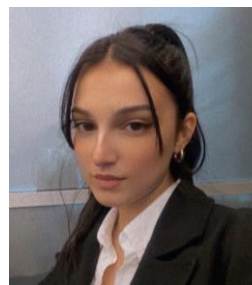


ELIF TEKMAN

Çekmeköy, İstanbul • +90 543 934 69 46 •
elif.tekman@tekmanmetal.com.tr



PROFESSIONAL SUMMARY

Business student with hands-on experience in operations, marketing, sales support, market research, and process improvement. Strong interest in business development, organizational efficiency, and customer-focused operations. Adaptable team player with internship and event coordination experience across different industries.

EDUCATION

Özyeğin University — İstanbul, Turkey
Faculty of Business, International Business and Trade
2019 - 2026

Merzifon Final College — Amasya, Turkey
2014 – 2018

EXPERIENCE

Tekman Metal — Amasya, Turkey 06/2020 – 09/2020
Intern, Sales Department

- Assisted with new customer research and market analysis activities.
- Supported the sales team in identifying potential business opportunities.

Timay & Tempo — Amasya, Turkey 07/2022 – 08/2022
Intern, Management

- Observed management and organizational workflows within the company.
- Reviewed internal information flow and administrative processes.
- Supported evaluations related to information processing and operations.

Silverline — Amasya, Turkey 07/2022 – 08/2022
Intern, Kaizen Department

- Contributed to business development and continuous improvement activities.
- Participated in improvement audits and operational review processes.

Tekman Metal — İstanbul, Turkey 08/2025 – Present
Salesperson

- Managed customer communication and supported sales processes for steel and metal products.
- Prepared quotations, followed up on orders, and coordinated with customers on pricing and product details.
- Supported day-to-day sales operations and contributed to customer relationship management.

SKILLS, CERTIFICATES & ACTIVITIES

COMPUTER SKILLS

- MS Office Programs
- Adobe Photoshop

LANGUAGE SKILLS

- English — fluent speaking, C1 level
- Italian — B1 level

CERTIFICATES

- Trendyol E-commerce, Trendyol Academy (2022)
- The Art of Effective Communication and Persuasion in Business Life, Udemy (2021)
- PTE, Pearson PTE Academic (2021)
- Business Development and Digital Marketing, Udemy (2021)
- Global Business Forum 19, Bahçeşehir University (2019)

PERSONAL INFORMATION

- Date of Birth: 02/05/2000
- Driver's License: M, B1, B, F