



👤 21 years
♀ Female
📍 Chișinău
💰 20 000 MDL
in

Contact details are available for a fee.
Details here:
<https://www.lucru.md/ro/preтури/cv>

HR Specialist, Assistant

About me

I am a capable person currently studying Business Management, and I have worked as a sales consultant, acquiring the necessary skills for the efficient promotion of companies. I have also volunteered at the Youth Center Iunona in Ștefan Vodă, where I developed organizational skills and provided psychosocial support to young people. Additionally, I was responsible for managing human resources at AIESEC.

Work experience

HR internship · MAIB · Chișinău
November 2024 - April 2025 · 6 months

-Participated in strategic initiatives aimed at enhancing employee satisfaction and organizational culture.

-Ensured compliance with legal regulations and internal policies in all HR-related activities.

-Managed the documentation and tracking of HR processes, maintaining a high level of organization and precision.

-Worked in a dynamic environment, adapting to new challenges and delivering timely solutions to HR-related matters.

Skills: Hr Support

Sales consultant · Business Travel Support · Chișinău
December 2023 - April 2024 · 5 months

-Possessing in-depth product knowledge and the ability to present the product and handle objections;

- Carrying out precise, consistent, and timely follow-up;

-Achieving sales objectives by assessing clients' current needs and following a well-defined sales process with potential buyers.

- GDS knowledge (Sabre)

Skills: Sales

TOP Skills

- **Team Working** · 1 year
- **Hr Support** · 6 months
- **Sales** · 5 months

Preferences

- Part-time
- Flexible
- No schedule
- Full-time
- In-house
- Hybrid
- Remote

Languages

- **Romanian** · Fluent
- **Russian** · Fluent
- **English** · Fluent
- **French** · Elementary

Skills

- Adaptability
- Empathy
- Attention to Detail
- Problem Solving
- Strategic Thinking

Driving licence

Category: B

HR volunteer · AIESEC · Chişinău

April 2022 - April 2023 · 1 year 1 month

-Recruited new members by identifying and attracting talents compatible with AIESEC values.

-Implemented a motivation system for active members, thus maintaining their long-term engagement and enthusiasm.

-Developed and evaluated members' performance

Skills: Team Working

Desired industry

- Human Resources

Education: Incomplete higher

ASEM

Graduated in: 2025

Faculty: Business and Administration

Speciality: Business and Administration