



24 ani
 Feminin
 Chișinău
 10 000 MDL

Preferințe

- Full-time

Limbi

- **Română** · Fluent
- **Rusă** · Fluent
- **Engleză** · Mediu

Datele de contact sunt contra cost. Detalii aici: <https://www.rabota.md/ro/prices/cv>

Caut lucru

Despre mine

Responsible ,
 punctual,
 Attention to detail
 I love communicating with people
 I am a positive person
 I can keep in touch with people
 I am looking for a long-term job, which will give me an increase in my personal career and the development of new knowledge and skills.
 PC user level
 I know how to work with documents, with a cash register, in the 1C Program.

Experiența profesională

Bookkeeping Agent · Data Pro SRL · Chișinău
Decembrie 2020 - Martie 2022 · 1 an 3 luni

Bookkeeping - Updating financial information in award-winning world-class software.
 Completing accounting tasks and preparing reports - Ensuring timeliness
 and accurate financial transactions.
 Primary processing of documents - the introduction of financial invoices and statements in own ERP system.
 Special tasks for management.

Studii: Medii de specialitate

Colegiul National de Comert al ASEM
Absolvit în: 2020
 Specialitatea: Marketing si Contabilitate

Academia de Studii Economice din Moldova
Studiez la moment
 Specialitatea: Marketing si Logistica

Cursuri, training-uri

Curs de limba Engleza Nivelul A1-A2

Studiez la moment

Organizator: Centru Educational Quo Vadis