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Lucrător în oficiu

About me

Key Skills & Competencies

Strong critical and creative thinking abilities

Excellent problem-solving and adaptability skills

Quick language acquisition and strong communication skills

Out-of-the-box thinking and innovative approach to tasks

Effective multitasking and time management

Strong interpersonal skills; easily find common ground with people

Experience working with large volumes of information

Proficient in 1C, ABONA, and Microsoft utilities (Excel, Word, etc.)

Sales and client interaction experience; skilled in persuasion and negotiation

Work experience

Dispatcher · DV PANAMERICA LLC · Chișinău

February 2025 - June 2025 · 5 months

Worked with 3-car trailers. Responsibilities included:

Searching for loads (vehicles) for company drivers and owner-operators

Resolving complex and challenging situations

Focusing on high-quality service and maximizing gross income

Negotiating rates with brokers

Using platforms such as Microsoft Excel, Google Docs, Super Dispatch, Central Dispatch, and others

Skills: Problem-solving and decision-making under pressure, Effective communication in English (verbal and written), Strong negotiation abilities, Multitasking in a fast-paced environment, Key Skills: Logistics and transportation coordination

Dispatcher · Komax LLC · Chișinău

August 2024 - February 2025 · 7 months

Dispatcher Experience:

In this role, I managed a team of 5 drivers operating various trailer types, including enclosed double, open double, open triple, and open single. I regularly used load boards such as Central Dispatch, Super Dispatch, RunBuggy, Haully, Metroloads, and ACV to coordinate shipments.

👤 25 years

♂ Male

📍 Chișinău

💰 15 000 MDL

TOP Skills

- **Problem-solving and decision-making under pressure** · 11 months
- **Effective communication in English (verbal and written)** · 11 months
- **Strong negotiation abilities** · 11 months
- **Multitasking in a fast-paced environment** · 11 months
- **Key Skills: Logistics and transportation coordination** · 11 months
- **Communication Skills** · 8 months

Preferences

- Full-time
- Hybrid
- Remote
- In-house

Languages

- **Romanian** · Fluent
- **Russian** · Fluent
- **English** · Communication

Handled a variety of payment methods, including COD, ACH, SuperPay, CKOD, 5-30 business days (BD), Cash App, Venmo, Apple Pay, and Zelle.

Maintained clear and effective communication with drivers — all of whom were English-speaking — ensuring smooth operations and timely deliveries.

Skills: Problem-solving and decision-making under pressure, Effective communication in English (verbal and written), Strong negotiation abilities, Multitasking in a fast-paced environment,
Key Skills: Logistics and transportation coordination

Delivery Manager · Nanu Market · Chişinău

January 2024 - August 2024 · 8 months

Logistics Coordinator

At this company, I coordinate and perform deliveries, plan optimal routes for drivers, and aim to consolidate as many deliveries as possible in the same direction and vehicle to ensure timely arrivals. I also generate route statistics, delivery performance reports, and maintain detailed records of delivered parcels to improve efficiency and planning.

Skills: Communication Skills, Coordination Skills, Logistics Operations

Tracker · Hegelmann · Chişinău

November 2022 - November 2023 · 1 year 1 month

Logistics Coordinator

At this logistics company, I was responsible for coordinating cargo shipments with a team of 20 drivers. Prepared cargo was assigned to drivers, and I planned routes from point A to point B, ensuring timely deliveries. Part of my responsibilities included uploading and managing shipping documents in the appropriate software.

When delivery schedules did not align with fixed unloading times requested by clients, I adapted quickly by organizing trailer swaps between drivers to maintain punctuality. This role involved managing a high volume of coordinated loads and required constant problem-solving and logistical oversight.

Over time, I was promoted to Team Lead. In this position, I handled more advanced responsibilities such as:

Planning routes with legal road access based on cargo type

Selecting the most cost-efficient fuel stops for trucks

Generating cargo delivery statistics

Creating and implementing a driver bonus program

Tools and software used: Abona, Microsoft Excel, Fleethand Monitoring.

Manager vanzari · Top Shop Studio Moderna · Chişinău

June 2018 - December 2018 · 6 months

In this role, my main responsibility was to promote and advertise the company's product to potential customers. Key tasks included presenting the product's features and benefits, effectively persuading clients to make a purchase, and maintaining a high level of customer engagement.

One of my core strengths in this position was customer retention — I consistently built strong client relationships, which significantly increased the likelihood of repeat sales and contributed to a high overall sales conversion rate.

Barista · Coffe Point · Chişinău

June 2017 - January 2018 · 8 months

In this role, I was responsible for consistently brewing some of the best coffee in the area. I actively learned and applied new brewing techniques to improve quality and expand the menu.

One of my key strengths was building strong rapport with customers, which led to positive reviews and generous tips. My focus on both product quality and customer experience helped create a welcoming and loyal customer base.

Desired industries

- Logistics / Transport
- Art / Entertainment
- Network Marketing

Education: Specialized secondary

CEEE

Graduated in: 2019

Speciality: Telecomunicatii

Courses, trainings

Accounting

Graduated in 2025

Organizer: Accounting