



👤 29 ani
♂ Masculin
📍 Chișinău

Preferințe

- Full-time

Limbi

- **Română** · Fluent
- **Rusă** · Elementar
- **Engleză** · Comunicare

Datele de contact sunt contra cost. Detalii aici: <https://www.lucru.md/ru/preтури/cv>

Dispatcher; agent vanzari; account manager

Despre mine

- Organizational Skills: Good organizational abilities within a group. Setting individual tasks, motivating and cooperating for the involvement of each group member. Good conflict resolution and problem-solving skills, fast learning and opened for new challenges.

- Social Media/ Social Network Online Communications (Bria, Screenleap, Zoom, Skype, Mail, Outlook, Gmail, Strato) Office Suite: Microsoft Office;

- Organizational Skills Good organizational abilities within a group. Setting individual tasks, motivating and cooperating for the involvement of each group member. Good conflict resolution and problem-solving skills.

Experiența profesională

Asistent coordinator · Romanian Football Federation · Bucharest

Ianuarie 2019 - Martie 2022 · 3 ani 2 luni

- Coordination and scheduling of meetings, training sessions, and events.

- Ensuring that all team members are aware of important dates and deadlines.

- Preparation of documentation for travel.

- Maintaining comprehensive and organized records of team activities, decisions, and plans.

- Management of various administrative tasks such as filing, sending essential emails for daily team operations

sales agent · SIDAL COSMETICS SRL · Chișinău

Ianuarie 2019 - Aprilie 2020 · 1 an 4 luni

- Presentation and promotion of company products.

- Maintaining relationships with existing clients, market prospecting, and contract conclusion.

- Achieving the sales plan. Monthly reporting on the status of sales to current and potential clients; tracking client payments.

- Monitoring the preparation of goods for shipment to clients

Account manager · TO THE TOP

Ianuarie 2018 - Martie 2019 · 1 an 2 luni

- Preparation of potential client portfolios; continuous updating of the database.
- Presentation of company services and client qualification for a better understanding of their profile (B2B regime).
- Contract conclusion.
- Identification of client-reported issues and providing support for their resolution.
- Maintenance of communication during collaboration to achieve a satisfactory customer experience.
- Compilation of reports regarding the client portfolio situation.

Studii: Superioare

University of Craiova

Absolvit în: 2020

Facultatea: Faculty of Naval Engineering

Specialitatea: BACHELORS DEGREE IN NAVAL ENGINEERING