



**Contact details are available for a fee.  
Details here:  
<https://www.lucru.md/ru/preturi/cv>**

👤 38 years  
♀ Female  
📍 Chişinău  
💰 1 500 USD

## TOP Skills

- **Safety and security** · 8 years
- **Emails** · 4 years
- **Attending calls** · 4 years
- **HR documents and stay permits** · 1 year
- **Processing work** · 1 year
- **Investemts** · 9 months

## Preferences

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

## Languages

- **Romanian** · Native
- **Russian** · Fluent
- **English** · Fluent

# Sales, Call-centre operator

## Work experience

**Office manager** · Elite construction and general maintenance · Abu Dhabi

*January 2021 - June 2025 · 4 years 6 months*

- attending calls/emails
- scheduling meetings

Skills: Emails, Attending calls

**Flight attendant** · Etihad Airways · Abu Dhabi

*February 2012 - June 2020 · 8 years 5 months*

- attending guests need in service
- adhering to safety and security rules and regulations for a flight

Skills: Safety and security

**Assistant accounting manager** · Emirates National Bank of Dubai · Abu Dhabi

*April 2011 - December 2011 · 8 months*

- reaching the priority banking clients
- opening deposits and priority accounts
- personal loans

Skills: Investemts, Personal loans, Credid cards, Deposits

**HR assistant manager** · Publika TV, Media Group · Chişinău

*November 2009 - November 2010 · 1 year 1 month*

- preparing work contracts
- documents for stay/work permit
- submitting visa documents
- applying/submitting documents for work & stay permits

Skills: HR documents and stay permits, Processing work

## **Desired industry**

- Call Center / Back Office

## **Education: Higher**

### **ULIM**

*Graduated in: 2009*

Faculty: Economics

Speciality: Banks and finances