



👤 22 ani  
 ♀ Feminin  
 📍 Chișinău

## Preferințe

- Full-time

## Limbi

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

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

# Content Manager, Recruiter, Customer Support (English), Social Media Manager, Receptionist, Copywriter, Translator

## Despre mine

Hobbies: Reading, drawing and painting, cross stitching, crochet, makeup, photography.

Past projects:

- Provided consecutive interpretation between English and Romanian for a group of American missionaries at a pop-up clinic hosted by my local hospital, facilitating communication between patients and medical professionals over the course of a week;
- Streamlined communication by accurately relaying key information and taking detailed notes;
- Consulted dictionaries and online resources to ensure precise translation of unfamiliar terms.
- Provided live interpretation of a lecture on stem cells with minimal preparation time;
- Quickly adapted to the topic by identifying and accurately translating unfamiliar recurring terms.
- Translation Studies, Sociolinguistics, World Literature, Linguistics, Lexicology, Translation and Interpretation in the field of Law, Medicine.
- Professional Training Field: Language Acquisition.
- Proficient user of Microsoft Word and PowerPoint; Scheduling and managing appointments with Google Calendar; Illustrating in Clip Studio Paint.

## Experiența profesională

**Dispatch Operator, 2nd Category** · VIATEL S.R.L.,  
Dial7 Project · Chișinău

*August 2023 - Prezent · 1 an 9 luni*

- Directly communicated with customers to create and manage trip reservations.

- Accurately input and verified customer data;
- Managed cancellations and effectively resolved customer complaints;
- Collaborated with dispatchers and managers to address and resolve trip-related issues;
- Coordinated with company affiliates to ensure seamless service delivery.

## **Studii: Superioare**

### **Moldova State University**

*Absolvit în: 2023*

Facultatea: Faculty of Letters

Specialitatea: Bachelor of Philology in Translation and Interpretation. English Language and German