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**Details here:**  
[\*\*https://www.rabota.md/ro/prices/cv\*\*](https://www.rabota.md/ro/prices/cv)

# Sales Representative, Customer Service

- ⌚ 35 years
- ♀ Female
- ⌚ Chișinău

## TOP Skills

- **Negotiation Skills** · 2 years
- **Customer Service** · 4 months
- **Data Entry Skills** · 4 months

## Preferences

- Part-time
- Remote

## Languages

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

## Skills

- Data Entry Skills
- Customer Service
- Negotiation Skills
- Communication Skills
- Team Working

## About me

I am a highly motivated and sociable person, always striving to learn new things and improve my skills every day.

## Work experience

### **Business Development Manager** · Crowdoo · Chișinău

*June 2023 - October 2024 · 1 year 4 months*

- actively looking for new clients and promoting company SEO services via online presentations, chat, emails;
- assisting clients with their queries and helping them to choose the best services and packages for their needs;
- negotiating and closing sales and maintaining customer relationships.

Skills: Negotiation Skills

### **Business Development Manager** ·

DevelopmentAid · Chișinău

*September 2021 - March 2023 · 1 year 6 months*

- as a business development manager i was responsible for maintaining and growing the company customer base and looking for new prospects;
- promoted company services via online and face to face meetings and assisted clients to use the platform efficiently;
- answered client questions and assisted with their queries;
- maintaining the full sale cycle from start to finish.

Skills: Negotiation Skills

### **Customer Service Representative** ·

Teleperformance · Manchester

*March 2020 - June 2020 · 4 months*

- as a customer service representative i was responsible for answering customer questions and helping them with the

registration process;  
- maintaining the records in order and completing the client information in the system.

Skills: Data Entry Skills, Customer Service

## **Desired industry**

- Education / Training / Consulting

## **Education: Higher**

### **Moldova State University**

*Graduated in: 2012*

Faculty: Economic Science

Speciality: Finance

## **Courses, trainings**

### **Web Design**

*Graduated in 2023*

Organizer: IHub