



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

Specialist back office

Work experience

HOS Monitoring Specialist · VVT Group Inc · Chişinău

January 2024 - January 2025 · 1 year 1 month

Communicating with truck drivers to correct, adjust, or complete information in official documents. Maintaining accurate records of drivers working hours, breaks and sleep hours

Skills: Microsoft Excel, Communication Skills, Team Working

Information Systems Analyst · N/A · Chişinău

December 2022 - December 2023 · 1 year 1 month

Analyzing and processing company data.

Preparing market trend reports and supporting business decision making.

Skills: Communication Skills, Time Management, Writing of Reports, Analytical Thinking

Sales Manager · One Euro Call · Chişinău

October 2021 - November 2022 · 1 year 2 months

Interacting with clients, selling natural products and providing phone consultations.

Skills: Time and Activity Management, PC Tools, Communication Skills

Desired industry

- Call Center / Back Office

Education: Incomplete higher

IPLT „Gaudeamus”

Graduated in: 2022

Academia de Studii Economice a Moldovei

👤 22 years

📍 Chişinău

💰 17 000 MDL

TOP Skills

- **Communication Skills** · 3 years
- **Time and Activity Management** · 1 year
- **PC Tools** · 1 year
- **Microsoft Excel** · 1 year
- **Team Working** · 1 year
- **Time Management** · 1 year

Preferences

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

Languages

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

Skills

- Positive Attitude
- Communication Skills
- Microsoft Office
- Work ethic
- Professional Responsibility

Currently studying

Faculty: Economie Mondială și Relații Economice Internaționale

Speciality: Relații Economice Internaționale