ANDREI TELEHOI

CONTACT DETAILS

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FOREIGN LANGUEGES

English - Level C2 (Cambridge Certificate of Proficiency in English - CPE)

SOFT SKILLS

During my experience in SiSC, through the projects or events I managed and those I had a contribution in as a member, I had the chance to develop the following traits and skills:

- teamwork
- leadership
- problem solving
- proactivty
- risk management
- listening and communication
- organizing and planning

EXPERIENCE

NGO - "Sindicatul Studenților din Cibernetică" (SiSC)

FUNDRAISING DEPARTMENT MEMBER, NOV 2017 - PRESENT
- **Research** in various fields to find contact information of potential partners for SiSC Projects
- **Phone conversations and meetings** with potential partners in order to create and maintain relationships with companies' representatives
- Responsible with the projects' **budget elaboration**
- **Drafted contracts** for various colaborations with companies
- **Mentorship** of new department members

PROJECT MANAGER TAP THAT JOB, OCT 2018 - MAY 2019
Tap That Job is a SiSC Project with the main objective of helping students complete their university practice through a series of workshops held by SiSC partner companies

- **Managed a team** consisting of **5 divisions** totaling more than **60 members**
- **Risk management** and **resource planning** throughout the projects' duration
- **Held meetings** with the whole team to discuss and present various aspects regarding the projects' planning
- Kept the **financial balance** to assure the self-financing of the project

FUNDRAISING DIVISION MANAGER ITFEST, JUNE 2018 - NOV 2018
ITFest is a SiSC Project which aims to help students develop both their practical and theoretical knowledge, through the following events: Job Fair, Workshops, Hackathons and Algorithmics Contest

- **Managed a division** consisting of **5 members**
- **Planning and assigning** various fundraising tasks towards members
- **Held trainings** to teach the division workflow and present our goals
- Gave **feedback** on completed tasks and elaborated **activty reports**

Throughout my time in this NGO I was involved in over 10 editions of SiSC Projects and actively engaged in the development of fundraising departmanet and projects' members.

ACADEMIC HISTORY

The Bucharest University of Economic Studies
BACHELOR'S DEGREE IN CYBERNETICS, STATISTICS AND INFORMATICS
Specialization: Economic Informatics
October 2017 - Present

"Saint Sava" National College, Bucharest
Specialization: Mathematics and Informatics
September 2013 - June 2017

HARD SKILLS

- *C/C++ (Advanced)*
- *Java (Intermediate)*
- *Android development using Java (Intermediate)*
- *C# (Intermediate)*
- *Python (Beginner)*
- *HTML, CSS, JS (Intermediate)*
- *Django (Beginner)*
- *React (Beginner)*
- *SQL Databases (Intermediate)*

HOBBIES & INTERESTS

- *Technology*
- *Volunteering*
- *Philosophy*
- *Cinematography*
- *Space exploration*

PROJECTS

- Developed an **Android Application** using Java, with the purpose of managing the user's personal movie collections
- Developed a **C# Desktop Application**, with the purpose of managing the activity of an online book rental store
- Developed a **Web Application** using HTML, CSS, JS, Bootstrap and React, consisting of a platform for taking, managing and sharing notes during courses/labs
- Developed a **C++ Console Application** using OOP concepts for managing the activity of a car service
- Programmed and designed a **SQL Database** for a car dealership

COURSES & WORKSHOPS

- Python and Django Full Stack Developer Bootcamp (Udemy)
- Database Design and Programming with SQL (Oracle Academy)
- Scrum and Agile workshop by Accenture
- Functional Programming in JavaScript by Systematic
- Robotic Process Automation using UiPath by Ernst&Young