

ECATERINA CARAMAN

Date of birth: 03.08.1988
Phone: +37369572118
cecan.ecaterina@gmail.com



SUMMARY

Responsible and hardworking lawyer with more than 6 years' experience and a successful collaboration with about 25 companies. Now looking for a new experience in a progressive and dynamic IT industry.

SKILLS

- Legal writing and analyze, a huge lawyer experience.
- Good computer skills, blind-typing
- Strong collaborative skills, ability to work in a team
- Responsible, punctual, multitasking, quick learner
- Native languages: Romanian, Russian.
- Advanced level of English
- Basic knowledge of HTML, CSS, JAVA, SQL, JIRA, POSTMAN

EXPERIENCE

06/2010 to 11/2013

Corporate Lawyer at *Promstroi-Grup JSC*

- Managed daily legal assistance and compliance operations for five companies from Promstroi-Grup Holding, specialized in industrial building and estate.
- Negotiated civil dispute settlements to minimize payment or maximize receipt of monetary damages.
- Communicated effectively with more than 20 clients to interpret laws, rulings and regulations, which affected each case.
- Represented clients at local authorities, legal courts and financial organizations.

11/2013 till nowadays **Lawyer, HR manager, Security Labor Inspector at *Soltehinstal LLC***

- Assure legal support of a small local company that provides the service of building engineering networks.
- Reviewing the legacy of all the company's commercial agreements, HR documents and other legal documentation.
- Assurance of the Safety Security for Employees at the work place (having a certain State Labor Inspectorate's certificate).

02/2014 to 05/2016 **Superior Lawyer at *StarNet Holding***

- Assure legal support for 12 companies from StarNet Holding, a Moldovan Internet service provider.
- Prepare and implement draft legal documents, such as commercial agreements, complaints.
- Assure the negotiation process with the clients and partners.
- Represented company's legal interests at local authorities.

EDUCATION AND TRAININGS

1998 to 2007 **Bachelor Degree, *High School Diploma***
Mihail Berezoyschi Lyceum – Chisinau

2007 to 2011 **License Law Degree, *Real Estate Law***
Technical University of Moldova

2011 to 2013 **Master Law Degree, *Commercial Law***
State University of Moldova

09/2019 to 11/2019 **QA Engineer (Tester), *HTML, CSS, SQL, DevTools, QA***
Skill Up IT Center

11/2019 to 04/2020 **Front End Developer, *HTML, CSS, JavaScript, Bootstrap***
Tekwill, www.codifun.com

03/2020 to 06/2020 **Test Analyst Internship, *Manual Testing, Cucumber, GitHub***
Endava