

Elena Popescu

Romania | Female | 30

Target MSc: Management

PROFESSIONAL EXPERIENCE

HR Intern - Multinational Manufacturing Company (Mar 2023 - Jul 2023)
Conducted CV screening and initial candidate interviews for junior positions
Coordinated interview schedules and communicated with candidates professionally
Assisted in preparing HR reports and presentations for management meetings
Sales Assistant (part-time) (2021 - 2022)
Provided customer support and managed daily sales administration
Tracked customer requests and reported performance metrics

EDUCATION

Bachelor in International Business, Bucharest University of Economic Studies, 2020 - 2023
Focused on management, HR, and organizational behavior
Completed multiple case studies on multinational business expansion

LANGUAGES

Romanian (native), English (good)

PERSONAL INTERESTS

Psychology, volunteering, reading, leadership development