



## ► Bianca Diana Șmalbelgher

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### Objectives

Data Science, Artificial Intelligence, or Generative AI – Intern or Junior

(Please be aware that my CV contains a vast amount of information, but you will find the most relevant details on my LinkedIn profile and in my GitHub Repository. This is because I am currently undergoing an upgrade in my professional life. I have included all the other details here to ensure that potential employers understand my strong work ethic, responsibility, and dependability, as well as my dedication to lifelong learning. I have a growth mindset and I am a proactive person, always striving to get better and better in whatever I am doing. I can also provide letters of recommendation if needed. Thank you for taking the time to review my application!)

### Education

#### **IBM Data Science Professional Certificate (April 2023)**

- Python programming and libraries (such as Pandas, NumPy, Matplotlib, Seaborn, ipython-sql, Scikit-learn, SciPy)
- SQL
- Data mining, cleaning, pre-processing, and analysis
- Verify this certificate at: [IBM Data Science Professional Certificate](#)

#### **Psychology Bachelor's Degree (Oct 2017 - Jun 2021)**

- Working with IBM SPSS Statistics
- Knowledge of conducting and interpreting research projects
- Analysis and synthesis skills
- Academic writing (APA Style)
- Time-management skills
- Efficiently prioritizing tasks
- Meeting deadlines
- Active listening and empathetic communication skills
- Presentations skills
- Specific knowledge and abilities related to psychology
- Soft Skills: Punctuality • Flexibility • Time Management • Workload Prioritization • Analytical Skills • Teamwork • Critical Thinking • Decision-Making

## Work Experience

March 2023 – Present Break: At Safo I had a contract for a fixed period of 3 months, and I successfully secured a 3-month extension. However, signs began to emerge that the job would soon be automated. Being passionate about working with data, I chose to pursue growth in this direction by enrolling in the IBM Data Science course. During the course, I discovered a deep interest in the field of artificial intelligence. Currently, I am actively enhancing my knowledge and skills in artificial intelligence through self-directed learning.

### Data Entry Operator (Oct 2022 –March 2023)

**SAFO Group SRL** (Str. Agricultori 37-39 E, Sector 2, Bucharest)

- check the conformity of the data entered in the software with the data in the databases
- paying very good attention to details
- ensuring data security
- participate in training sessions
- adapt fast to changes, to new responsibilities, and to new software

### Skills

- Decision-Making
- Attention to details
- Adaptability and flexibility

April 2022 – October 2022 Break: It was a pre-determined contract of 6 months. When the contract finished because the processes were automated I have chosen to explore other psychology-related career pathways. After a few trials I concluded I liked the most to work with data, so I turned back to Data Entry.

### Data Entry, Validation, and Processing Operator (Nov 2021 – Apr 2022)

**CCD SOFT TEAM SOLUTION S.R.L.** (Navodari Str.D5 nr.38, Constanta)

- checking the conformity of the data entered in the software with the data in the databases
- select and verify data before entering it into the software
- correction of errors encountered or reporting them to the direct supervisor
- performing the primary processing of the entered data
- ensuring security during the transfer of data from one software to another
- active participation in solving team tasks

### Skills

- Slack

- Teamwork
- Critical Thinking
- Decision-Making
- Attention to details
- Adaptability and flexibility

July 2020 – November 2021 Break: Focused on the last year of psychology studies and on the research project for the Graduation Paper. I also had a blog on psychology which I have chosen to close in the meantime.

### **Bartender (Aug 2015 – Jul 2020)**

**Shift Pub (May 2017 – Jul 2020)** (Bucharest)

October 2016 – May 2017 Break: Needed to come back to Romania to solve some personal problems. During this time I also worked as a babysitter and learned for the admission exam for Psychology University

**Qube Café Bar (Jul 2016 – Oct 2016)** (Corby, UK)

April 2016 – July 2016 Break: Helped my mentor with the opening of a bar in Vama Veche until she took me to UK

**Upstairs Rooftop (Aug 2015 – Apr 2016)** (Bucharest)

- prepare alcohol or non-alcohol beverages
- create new cocktail recipes
- collaborate with superiors on creating new menus when seasons changed
- stay guest focused and nurture an excellent guest experience
- assess customers' needs and preferences and make recommendations
- restock and replenish bar inventory and supplies
- comply with all food and beverage regulations

### **Skills**

- Teamwork
- Creativity
- Ability to keep the bar organized, stocked and clean
- Excellent knowledge of in mixing, garnishing and serving drinks
- Positive attitude and excellent communication skills
- Conflict Management
- Decision-Making
- Attention to details
- Adaptability and flexibility

### **Languages**

- Romanian: Native
- English: Advanced

- Italian: Intermediate

## Other Information

### Licenses & Certifications

- Leadership Certificate Issued by Leaders Explore, Jun 2022
- Business Communication Issued by Academia Britanică de Afaceri și Comunicare, May 2022
- Certificate of Professional Qualification - Bartender Issued by Ministerul Muncii, Oct 2018
- Mixologist (Bartender) Issued by Qube Bartending Agency, Jul 2015

### Trainings

- Professional Practice (Psychology) with Clinica Oana Nicolau's Professionals Nov 2020 - Jan 2021
- Professional Practice (Psychology) with Iulia Băltărețu Nov 2019 - Jan 2020
- Professional Practice (Psychology) with Maria Velică Mar 2019 - Apr 2019
- Professional Practice (Psychology) with Iulia Florea and Maria Velică Nov 2018 - Jan 2019

### Volunteering

#### Professional Practice (Psychology) (Nov 2018 – Dec 2018)

I was the team leader of the group of approximately 15 people. I had to make sure everyone is on time at the practice, or at least to know why they weren't present, to collect the money from my colleagues to pay the practice and deliver the money to the trainers, deliver to my colleagues the materials our mentors were giving to us, help the mentors with paperwork, and be a student in the practice myself.

#### TIMSS (May 2018)

I had to leave from Bucharest to Suceava to bring the testing papers to the pupil, secure their security, bring them to the school where the testing was taking place, supervise two classrooms of teenagers aged 14 during the testing, collect the papers at the end, securely transport them back to Bucharest, and deliver them to the supervisor.