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| **PERSONAL INFORMATION** | **Claudiu Roșu** |
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|  | Camil Ressu BD, no. 31, Bl N3 Sc.4, Sector 3, Bucharest, Romania |
| 0723389779 |
| rosu.claudiu@yahoo.com |
| [**https://rosuclaudiu.github.io/CV/**](https://rosuclaudiu.github.io/CV/)  Sex: Male | Date of birth: 23/02/1976 | Nationality: Romanian |

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| **PROFESSIONAL OBJECTIVE** | I am seeking a role where I can apply my knowledge and professional experience to contribute to the development and success of the company. I am motivated by the opportunity to work in a dynamic environment where collaboration, mutual respect, and performance are core values. I wish to join a team that shares my vision and is open to new ideas and creative solutions. |

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| **PROFESSIONAL EXPERIENCE** |  |

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| **Dec 2021 - present** |
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**Blogger**

București | Internet / Marketing Online

Administrator/Owner : [www.tatilacratita.com](about:blank) ;

Webmaster : [www. atelieruldestrungarie.wordpress.com](about:blank) ;

<https://tatilacratita.github.io/Respiro>

<https://starthtml.nicepage.io> ;

https://tatilacratita.github.io/lucky

**Responsibilities**:

* Website creation
* Creation of specific texts and online communication materials for created websites
* Creation of specific texts and online communication materials for Social Media
* Searching and identifying photos or graphic materials
* Research and documentation with necessary information for text content creation
* Research and documentation with necessary information for graphic content creation
* Social Media and SEO research for created texts
* Adding text, graphic, and video content to the created websites
* Adding text, graphic, and video content to social networks

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| **March 2021 - Nov 2021** |
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**Economist**

**Bucharest | Health / Administration of Hospitals and Medical Services “ Dr. Victor Babeș” Infectious and Tropical Diseases Hospital**

**Responsibilities**:

* Preparing proposals for the investment and capital repair plan for the buildings in use
* Drafting the annual public procurement plan by proposing acquisitions and equipment related to the administration of the unit
* Managing the lease contracts for buildings owned or administered by the unit
* Monthly reporting
* Organizing cleaning operations across all activity sectors
* Ensuring timely acquisition of all necessary permits for the smooth operation of the unit
* Maintaining strict records of expiration dates of existing permits
* Vehicle fleet management: keeping records of vehicle inspections, insurance, and ensuring proper functioning
* Solving any administrative problems

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| **Sept 2019 – Martie 2021** |
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**Blogger**

Bucharest | Internet / Marketing Online

Owner/Administrator : www.tatilacratita.com

**Responsibilities**:

* Website creation
* Creation of specific texts and online communication materials for created websites
* Creation of specific texts and online communication materials for Social Media
* Searching and identifying photos or graphic materials
* Research and documentation with necessary information for text content creation
* Research and documentation with necessary information for graphic content creation
* Social Media and SEO research for created texts
* Adding text, graphic, and video content to the created websites
* Adding text, graphic, and video content to social networks

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| **Feb 2013 – Sept 2019** |
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**Senior Relationship Manager Clienti Premium – Raiffeisen Bank**

Bucharest | Banking / Financial Services

**Responsibilities**:

* Initiating and developing relationships with existing clients and prospects by offering financial advice focused on consultative selling and a proactive attitude
* Proposing clients various options for managing existing funds to optimize returns and manage potential risks
* Actively promoting and selling the following products: investment funds, deposits, savings accounts, loans; insurance; savings/pension plans, etc.
* Acting as the interface with the bank for Premium clients by requesting support from the central administration and/or branches
* Contributing to achieving sales objectives, focusing on maximizing profitability in the Premium client segment, increasing retention, and cross-selling rates
* Monitoring the portfolio of products for assigned Premium clients

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| **Apr 2008 – Jan 2013** |

**Customer Advisor - Raiffeisen Bank**

Bucharest | Banking / Financial Services

**Responsibilities**:

* Initiating and developing relationships with existing and potential clients, focusing on consultative selling
* Actively promoting and selling products such as investment funds, deposits, savings accounts, loans; insurance; savings/pension plans, etc.
* Providing support to clients during the sales process and post-sale services
* Verifying credit application information, preparing approval proposals, and notifying clients about decisions

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| **Jan 2008 - Apr 2008** |

**Client Transaction Officer - Raiffeisen Bank**

Bucharest | Banking / Financial Services

**Responsibilities**:

* Processing non-cash transactions for individual clients in compliance with the bank's rules and procedures
* Enrolling and opening current accounts and deposits for clients
* Offering support and counseling to clients in completing documents
* Maintaining and updating client accounts

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| **Mar 2007 – Jan 2008** |

**Cashier - Raiffeisen Bank**

Bucharest | Banking / Financial Services

**Responsibilities**:

* Supervising transactions over 10,000 EUR
* Processing cash transactions in local and foreign currencies
* Processing foreign exchange transactions

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| **Dec 2006 – Mar 2007** |

**Asistent Manager - Sc Roliv Srl**

Bucharest | Commerce / Services

**Responsibilities**:

* Preparing reports and requests
* Registering and scanning accounting documents according to internal procedures
* Organizing meetings and conferences

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| **Jan 2006 – Jul 2006** |

**PC Operator - Cobra&DSecurity (collaborator)**

Bucharest | Commerce / Services

**Responsibilities**:

* Data entry and performing tasks using installed software
* Software maintenance in case of malfunctions

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| **Jun 2004 – Dec 2005** |

**Internet Consultant – Netservices S.R.L (collaborator)**

Bucharest | Commerce / Services

**Responsibilities**:

* Promoting and selling company products according to company standards
* Counseling clients to meet their needs regarding contracted products

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| **EDUCATION AND TRAINING** |  |

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| **2009 - 2011** | "Spiru Haret University" Bucharest - Master’s Program in Banking and Financial Markets |

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| **2006 - 2009** | "Spiru Haret University" Bucharest - Bachelor’s Degree in Finance and Banking |

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| **2003 – 2004** | “Crismalin Infoserv” - Computer Operator Course |

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| **1990 – 1995** | “Octav Onicescu” High School, Bucharest - Humanities and Foreign Languages - High School Degree |

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| **PERSONAL SKILLS** |  |

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| Mother language: | **Romanian** | | | | |
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| Other languages: | Comprehension | | Speaking | | Writing |
| Listening | Reading | Spoken interaction | Oral Speaking |  |
| **ENGLISH** | Middle (B2) | Middle (B2) | Middle (B2) | MIddle (B2) | MIddle (B2) |

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| **Skills and abilities** | * Strong communication skills gained through experience as a sales manager and employer-provided courses * Attention to detail * Ability to meet deadlines * Quick learner * Analytical and synthesis capabilities * Team player * Dynamic, flexible, and punctual personality |

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| **Job-related skill** | * MIFID II Certification – Romanian Banking Institute 2019 * Investment Consultant Certification (MIFID II) – ASF 2018 * Insurance Certification – Insurance Management Institute, September 2016 |

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| **Computer skills** | * Microsoft Office Basic * Wordpress Basic * HTML Beginner * Python Beginner * Windows Basic * Networks Beginner * JavaScript Beginner * AI Software knowledge * Social media knowledge * Digital graphic design (CapCut, Windows Video Editor) * Google Analytics and Search Console knowledge |

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| **Driver’s License** | * Category “B” January 1995 |