

## CURRICULUM VITAE

### Personal Information

**Name:** CAMELIA POP

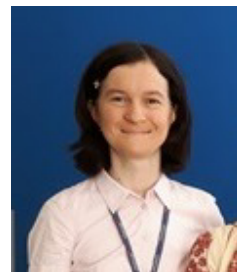
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### Education

B. Sc., High School "C. D. Loga" Timisoara 1987 - 1991

Master Degree, Western University, Faculty of Economics - Accounting, Timisoara 1991 - 1996

### Work Experience

**November 2018 - Present: Corporate Officer, OTP Bank Timisoara**

Job description: provide personalized support for all banking and finance services to all corporate customers; analyzed account opening and maintenance files for know your customer procedures; monitor transactions account for compliance with banking regulations and anti money laundering policies; prepare reports and statistics;

**December 2005 - November 2018: Operations Coordinator, Citibank Timisoara**

Job description: day-to-day management and permanent supervision of the branch operational & administrative activity, meeting business and client needs in efficient and effective way; maintain professional relationships with authorities; involvement in regional projects, working collaboratively across the firm to higher levels of performance; ensure strong control and compliance focus on processes; active support to other business units; efficient cash management; prepare required reports/statistics

**May 2001 - December 2005: Customer Service Officer, Citibank Timisoara**

Job description: interact with customers for all operational business; provide customers with assistance on products, service and documentation requirement; provide personalized post sales support to all customers for all banking products/services; manage multiple moderately complex customers

**February 1996 - May 2001: Operations Officer, Banca Turco Romana Timisoara**

Job description: processing of foreign exchange orders; arrange of international payment orders and incoming funds; investigations; collections of foreign currencies checks; issuing & advising of letters of credit and letters of guarantee; buying/selling American express travelers checks; report of capital operations; creation/authorization of SWIFT messages.

### Languages

Romanian (native), English (fluent), Esperanto (good), German (beginner)

### Skills

Have a proactive can-do attitude; Share all relevant and useful information; Take personal responsibility and initiative for delivering work to a high standard of quality; Remain effective under a heavy workload, handle organizational frustrations positively and adapt to a changing work environment; Identify the critical facts in complex issues and develop creative and practical solutions; Prioritize the most important tasks, work flexibly and organize own workload efficiently.

### Projects and Courses:

LINK Academy - one year Education Program IT Management for Competence of Certified IT Manager - 2018&2019

EMEA Regional Project - Trade Propositions for SSCs - 2017&2018

EMEA Regional Project - Central Share Point for the KPI's for all of Customer Service and Electronic Banking units - 2016&2017

EMEA Regional Project - Establish Consistent Service Model - 2016

Management Leadership 1, Bucharest; International Trade Products, Istanbul; Productivity Workshop, Bucharest;

Documentary Business, Dresdner Bank, Frankfurt;

### Volunteer activity

June - July 2018 and June - July 2019: Fundraising Volunteer through birthday donation for the Princess Margareta of Romania Royal Foundation for the project Inter Generational Center, target 1000 RON/event, donations 3000 RON/event

More details at <http://fpmr.galantom.ro/fundraising-pages>