



Claudia Baban

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PROFILE

Even though I am just at the beginning of my career, that fact that I have **experience** in two separate fields, **Architecture** and **IT**, offers me the opportunity to have **different perspectives** - a more **creative** one and a **technical** one.

I am an **energetic** person, always eager to learn new skills. I am **able** to handle multiple tasks on a daily basis. I am **hardworking** and I always finish my tasks. I work best in a **team** where I can count on my co-workers but also where they can **rely** on me to deliver the best **results** I can. Even though I take my work seriously, I do have a good **sense of humor**.

WORK EXPERIENCE

PMO - project based Idemia

📅 08/2020 – 10/2020 📍 BUCHAREST, ROMANIA

I was hired on a project to help write and review project documentation, the language used being English UK. My role was to cover all the needs of the project in terms of drafting, reviewing, transmission of documents in various formats, such as: Word, Excel, PowerPoint, SharePoint.

BREEAM Assessor Cundall

📅 07/2018 – 03/2019 📍 BUCHAREST, ROMANIA

My role was to check architectural and engineering documentation, in order to determine if the current construction can receive the required points to be BREEAM certified. Also, I had to produce evidence requirements for BREEAM credits and to prepare interim and final design assessment report for client review and submission to the BRE.

EDUCATION

Computer Science and Business Management Romanian-American University

📅 10/2019 – present 📍 BUCHAREST, ROMANIA

Bachelor's Degree

Architecture University of Architecture and Urbanism "Ion Mincu"

📅 10/2014 – 07/2019 📍 BUCHAREST, ROMANIA

One semester Erasmus scholarship in 2018 in Leuven, Belgium.

Mathematics - Informatics - English National College "Petru Rares"

📅 09/2010 – 06/2014 📍 SUCEAVA, ROMANIA

LANGUAGES



English C1



French B1

SKILLS

① COMPUTER SCIENCE

Microsoft Word



Microsoft PowerPoint



Microsoft Excel



SharePoint



C++



Microsoft Access



HTML5



CSS



WordPress



C#



VB.NET



Java



① ARCHITECTURE

Photoshop



Autocad



3ds Max



EXTRACURRICULAR ACTIVITIES

The Importance of Shifting to a Green Economy Academic Scientific Communications

📅 05/2020

The Impact of Green Buildings on the Economy Academic Scientific Communications

📅 12/2019

Volunteer Romanian Design Week

📅 05/2018

Volunteer Preserving Harghita

📅 12/2015 – 02/2016

CERTIFICATES

Learn to Code 1 Digital Nation

📅 2020

We learned to work with HTML, CSS, Bootstrap, WordPress and some JavaScript.

Google Ads Search Certification Google

📅 2020

Introduction to Java Programming Romanian-American University

📅 2019

Database Design and Programming with SQL Oracle

📅 2014

Cambridge ESOL Level 2 Certificate in ESOL International - CAE Cambridge University

📅 2013

CERTIFICATES

PERSONAL PUBLICATIONS

ECDL Core Certificate ECDL Romania

📅 2013

Guide to cheap, durable and easy-to-implement solutions to increase the comfort level, reduce the energy consumption and increase the home's energy independence

APMCR

📅 2019

<http://www.apmcr.org/wp-content/uploads/2017/07/Ghid-de-solutii-pentru-locuinte-nZEB.pdf>

Subassemblies Catalog Vol. 1 Framework Solutions for Thermal Insulation Systems
UAUIM Bucharest

📅 2018

ISBN: 978-606-638-178-9

Composite Facade Thermal Insulation Systems "ETICS"
QETICS

📅 2017

<http://qetics.ro/sisteme-etics/caiet-cu-solutii-cadru/>