

## PERSONAL INFORMATION

## VOICULESCU ARITIA

11 REPUBLICII BOULEVARD, 905350 EFORIE SUD CONSTANTA (Romania)

+40732466360

aretiavoiculescu@gmail.com

## WORK EXPERIENCE

01/07/2008–01/12/2015

legal advisor

SC AGER CARGO COMPANY SRL, CONSTANTA (Romania)

01/10/2016–01/03/2017

FINANCE CONSULTANT

BCR, CONSTANTA (Romania)

## EDUCATION AND TRAINING

01/09/1999–20/06/2003

COLLAGE " TEHNIC TOMIS"

01/10/2003–20/07/2007

LAW AND PUBLIC ADMINISTRATION

SPIRU HARET UNIVERSITY

01/10/2015–01/11/2015

MEDIATION COURSE

cHAMBER OF COMMERCE, CONSTANTA (Romania)

## PERSONAL SKILLS

Mother tongue(s)

Romanian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	B2	B2	B2	B2
Spanish	B1	B1	B1	B1	A2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

Communication skills

ABILITY TO INTEGRATE WELL INTO THE SOCIAL ENVIRONMENT

ABILITY TO WORK IN A TEAM

A ENERGY PERSON

RESULTS ORIENTATION

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving

Independent user	Independent user	Independent user	Independent user	Independent user
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Digital skills - Self-assessment grid

MS OFFICE. WORD, EXCEL, PITLOOK, POWERPOINT, ACCESS

EMAIL. MAIL MERGE, FILTERS, FOLDERS, RULES.

SOCIAL MEDIA. FACEBOOK, INTSAGRAM, GIVEAWAYS, POPSTS, CUSTOMER INTERACTION