

Luminita Claudia Franga

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Place: Belgium, Brussels, Rue du Disque 40, 1020 Laken

Date of birth: 27.06.1974, Romania, Constanta

Relationship: single

Studies: Faculty of Law, Hyperion Bucharest University, class of 1997

Degree in Legal Sciences "Alexandru Ioan Cuza" Police Academy, Bucharest, Romania

Professional experience:

2016 - present - managing company BSV Construct spri

Responsibilities: keep day-to-day accounts, carry out administrative management, cover legal obligations concerning suppliers, workers, representation in relations with institutions and public authorities;

2013-2016 - Brewery Manager "Le Beau Rivage" , National Stadium "Roi Baudouin" Laken, Brussels:

Responsibilities: welcome customers and take the orders; perform basic, accounting and administrative management; keep day-to-day accounting, inventory management, track stock status, identify supply requirements and set orders, cover legal obligations to open a brewery (patents in particular concerning the service of alcohol, opening taxes, communal taxes) and the commercial procedures concerning suppliers (brewery contracts, etc.);

2011-2013 - move to Brussels, followed by classes of French language.

2010-2011 - Assistant Manager S.C. GREMLIN COMPUTER S.R.L. (Romania) collecting, treating and recovering recyclable waste

Responsibilities: the opening and administration of mobile collection centers, municipal / communal, selective collection of all public waste, the representation of society in seminars and conferences on the purpose of the activity of the company; notice of legality of the various contracts that cover the company's current activity (service contracts, sales-purchase contracts for recyclable waste), representation in relations with public institutions and Town Halls, the Office of the Trade Registry, Public Notaries, Agencies for Environmental Protection), the design and drafting of the decisions taken by the management of the company, the organization of the activity and the agenda of the manager, the transmission of the provisions of the manager, the communication, the reception and the organization of the mail and the internal documents of the company, maintaining relationships with employees of the company and functional compartments .

Projects: educational and information campaigns on selective recycling, National Campaign initiated by the Ministry of Environment and Forests together with the collective associations and recycling, the implementation of activities looking at the collection of waste electrical and electronic equipment,