Gabriel Topciu

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GitHub:

<https://github.com/gtopciu>

Personal Portfolio: <https://gtopciu.github.io/Portfolio-01/>

Profile

Courteous and enthusiastic, I am interested in IT and everything in its orbit. I recently began to be fascinated

by web programming, e.g. developing apps and building websites.

I am keen to gain more experience in the field. For this reason, I am looking for a company willing to offer me a placement among their developers. In return, I would offer my full commitment, and be a pleasant and friendly addition to your team.

I am therefore currently looking for a job as a front-end developer.

 Education

Elementary School (Aurel Vlaicu), Romania

(January 1999 – December 2006)

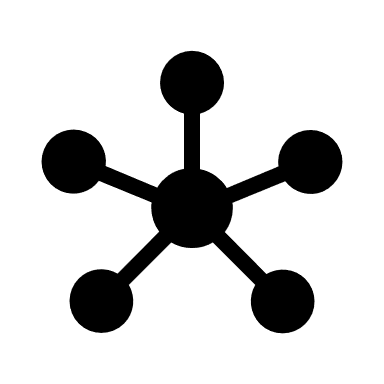
****High School (Dimitrie Leonida), Romania****

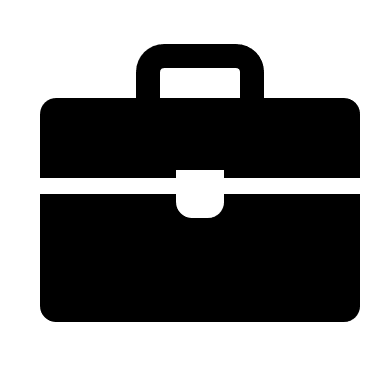
(January 2007 – December 2010)

****College (Dimitrie Cantemir), Romania****

****Commercial Management and Tourism****

(January 2011 – December 2014)

Key Skills

 Employment History

Administrative Assistant, Auchan Romania (Constanta)

(January 2015 – January 2016)

* Following standardized company procedures relating to all aspects of Office performance.
* Answering incoming calls and emails in a professional manner.
* Creating reports and presentations for Office Manager to present to department heads.
* Creating price comparison spreadsheets.
* Updating databases with confidential and relevant information.

Stock Controller, Zimmermann Inventuren, Germany

(March 2016 – March 2017)

**Responsibilities:**

Spare Parts Administrator, LG Electronics, United Kingdom (Milton Keynes)

(June 2017 – July 2018)

Responsibilities:

* Answering incoming calls and emails in a professional manner.
* Creating accurate reports to be sent to our head management.
* Creating normal and random stock check spreadsheets daily.
* Assigning locations to be counted if any errors do occur.
* Ordering parts and receiving parts through LG systems.
* Managing the backorders database – this led to a sales increase, backorders reduction and an
* increase in customer satisfaction.
* Supporting the flow of the parts from the parent company to the end customer.
* Traveling around Germany to count Hypermarkets stock.
* Counting stock with the available equipment.
* Taking extra care not to miss any products.
* Doing a second count with key zones provided by the stock coordinator.
* Reporting to the stock coordinator if any errors do occur.

Achievements

Overseeing the Backorders database,

I managed to reduce the backorders percentage by 25% which led to customer satisfaction and an increase in profits.

**Inventory Assistant, Amscan International, United Kingdom (Milton Keynes)**

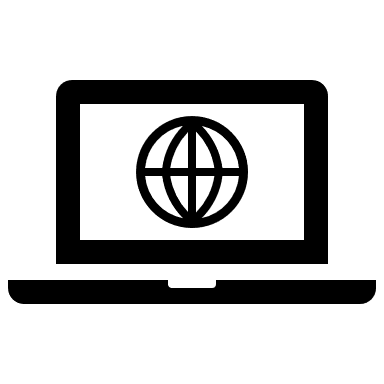
(July 2018 – Present)

Responsibilities:

* In charge of all shipments coming from Asia
* Creating accurate reports to be sent to our head management
* Checking invoices cost and making sure we were invoiced the correctly
* Inputting the correct data for cargo creation and calculating the cost for each shipment
* Working with Amscan’s internal systems
* Making sure the PO’s dates are correct and chasing with our vendor’s for correct shipping dates
* Supporting the purchasing team where needed

Achievements

*Created a couple of macros for our reports which led to an increase in productivity as the time spent on creating reports has been reduce drastically. Created an Access Database.*

 Courses

Below are some of the courses that I studied

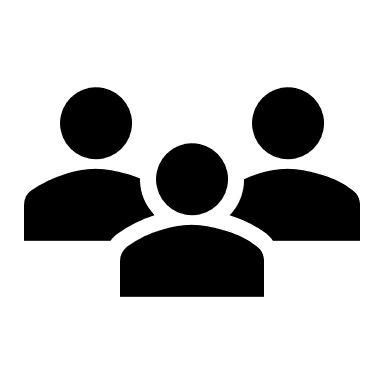
<https://www.udemy.com/the-complete-web-developer-zero-to-mastery>

<https://www.udemy.com/the-web-developer-bootcamp>

<https://www.udemy.com/unitycourse2>

<https://www.udemy.com/bootstrap-4-from-scratch-with-5-projects>

<https://www.udemy.com/the-complete-javascript-course>

 Getting Involved

Going to tech meetups regularly

Currently involved in a Unity Project with a team of people.