

# CV

**Name:** Ionela Diana Ungureanu

**Date of birth:** 29/01/2001

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**Home address:** BB2 2NQ 21 Wellington Road Nationality: Romanian

**Currently holding** Pre-settlement status and national insurance number

## ***Qualifications:***

- Linguistic high school (Italy, Rome) (2015-2019)
- GCSE Maths and English (2020- 2021)
- L1 Business (2020-2021) • L3 Business (2021-2022)

## ***Skills I have obtained:***

- Communication,
- IT
- Maths and English
- Problem solving

## ***Spoken languages:***

- Romanian: native language
- Italian: I lived and went to school in Italy for 13 years.

## ***Functional abilities:***

- Friendly
- Stress management
- Perseverant
- Confident and respectful

## ***Qualifications held:***

- ESOL E3/L1 (2019-2020)
- ICT (2019-2020)
- Certificate of PM+M participation
- L3 Business management with law (2022-2023)
- Full UK driving licence.
- Full CSCS Certificate
- SIA Door Supervisor BADGE

## ***Skills:***

- Time management
- Leadership skills
- Customer service
- Spanish: learned in high school for 6 years.
- English: learned in high school and improved in the UK.
- Productive
- Responsibility
- Motivation
- Multitasking

***Work experience:***

Finish and touch:

I did pack, and I manage to do the orientation of the sweets and the different products that we had to divide in boxes. I worked there for 4 months (September 2021-January 2022), my shift followed a working period of 5 days a week 8h, in this environment I was able to communicate with my colleagues and I managed to do my work with conviviality. After the first two months the supervisor asked me to be her right hand in order to help my colleagues.

Hi Tec plastics:

I worked there for 6 months (May 2019-November 2019), I did labels, and I organize boxes by size, I monotonized the quantity of plastics, I did the boxes and I worked 4 days a week 12h shift. I worked individually, the reason I left is because of transportation, because my colleague left work and I did not have someone to pay taxi.

Welthonhurst:

I worked there for 5 months (February 2020-July 2020) I worked 12h shift, I manage to work with my team, we had to pack and work at machineries. I was able to do my job quickly and with effectiveness. Reason of leaving was because I had interrupt working to continue my studies.

Boohoo:

I worked there for 6 months (September 2020- March 2021) during weekend, my shift was 2 days a week for 8h (Saturday and Sunday) from 6pm till 2 am. I was able to do my job quickly and efficiently. Reason of living: the job was based in Burnley and it was hard with the transportation.

Cancer research:

I did work placement with Blackburn College at cancer Research shop in Blackburn I worked from 8am till 5pm for a week. I worked as a team it was an enjoyable time and experience.

College

During my years (3 years) at college I have acquired many skills such as ICT skills, working with Word, Excel, Power Point and had a day by day interaction with a computer.

Falcon Care:

I worked as a care assistant, for two weeks, I wanted to try something different and so I did. It was not made for me so I had to leave but the team was great and it defiantly was an experience to understand that every work has its ups and downs. But overall beautiful experience.

CSCS Labourer:

I enjoyed the team at the end of January 2022 and left on March 2022 since the project was finished. I managed to work around men and have a nice team working, I was in charge of the cleaning in site. It was a different type of experience.

ADMIN:

I started my work as an admin for a business named Formation Security. I am responsible of the time sheets, managing the timetable of the employees with a weekly report presented in excel sheet, meeting and exposing presentation for employees. I was communicating with the employees in daily basis to assure me the work placement offered was good because the firm was providing door supervisor around UK.

DOOR SUPERVISOR:

Once I started knowing the inside world of the security jobs I have started working in the field as well. I have worked in festivals such as Glastonbury, Creamfields South and many more. Also work at events such as boxing event and workshops.

## References:

Central Recruitment  
Unit 1, Cathedral View, Blackburn BB2 2BY 01254460800  
[info@centralrecruit.co.uk](mailto:info@centralrecruit.co.uk)

Mach Recruitment  
5 Carlton Court, Leeds, West Yorkshire, LS12 6LT. [info@mach.co.uk](mailto:info@mach.co.uk)  
08444 146 888

Cancer Research  
Towns moor Retail Park, Great Bolton St, Blackburn BB2 3PX 01254663381

Falcon Care  
Suite 11, The Saturn Centre, Challenge Way, Blackburn BB1 5QB 01254957117

ForeTwo Group  
Truman Construction Preston, PR1 1JQ 07718483233

Formation Security  
11 Sunny Boer road, Blackburn, BB1 5QT +44 7462 888833

Compact Security:  
Victoria warehouse, Trafford Wharf Road, M17 1AB, +44736869145

### In my free time

Usually on my free time I try to help other people if they need translation, I do that to improve my skills and also to learn more. Usually I help them with calls or letters from HMRC, Universal credit, Child benefit, doctor registration, school registration, bank issues, self-employment and other HMRC issues.

### Personal References:

- Nicoleta Petre: 0744145517- [npetre1977@gmail.com](mailto:npetre1977@gmail.com)
- Claudia L Ratz: [07574923842-loreratz26@gmail.com](mailto:07574923842-loreratz26@gmail.com)
- Georgiana C Vaduva: 07985680165- [vaduvageorgiana024@gmail.com](mailto:vaduvageorgiana024@gmail.com)



