



Terec Gelu

Shop manager @ ALTEX ROMANIA SRL

Cluj-Napoca, 36 years, Male

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PROFESSIONAL EXPERIENCE

ALTEX ROMANIA SRL in Cluj-Napoca, Romania

Shop manager

June, 2013 - July, 2022 | 9 years 1 month

SC ALTEX ROMANIA in Cluj-Napoca, Romania

Category manager

August, 2009 - May, 2013 | 3 years 9 months

The function of the Category Manager has as attributions goods orders, stock tracking according to the campaigns promotion, management of defective products during the warranty period, monitoring of the competition as well technical consultation for the sale of products, creation of periodic reports.

SC ALSET SRL in Cluj-Napoca, Romania

Sales representative

March, 2008 - July, 2009 | 1 year 4 months

My daily activities included bank correspondence services (we make the connection between the department of accounting and banking), implementation of the SAGA primary accounting and management program, management existing stocks, increasing the number of clients and maintaining them, ensuring the recovery of debts from land, ensuring the distribution of products to customers.

SC BIAROM SRL in Cluj-Napoca, Romania

Asistent Manager

October, 2006 - February, 2008 | 1 year 4 months

My job includes the following responsibilities:

- goods orders and payments to suppliers
- the deposit of cash and the record of bank balances
- supervision of clients and sellers
- the sale of special products (thermal power plants, electrical equipment, or paints and plasters special)
- creating documentation for customers who purchase products in installments
- maintenance and construction of the two sites
- taking over, processing, and honoring orders made online, by phone, or verbally
- implementation of the EAN barcode system and the WINMENTOR accounting program

Sc Total Pack

Inventory coordinator

August, 2005 - October, 2006 | 1 year 2 months

Compexit Trading in Cluj-Napoca, Romania

Electrician

July, 2005 - August, 2005 | 1 month

ABOUT ME

To seek and maintain a full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills. Skilled in working under pressure and adapting to new situations and challenges to best enhance the organizational brand.

SELF-INTERVIEW

How do you continue to educate yourself?

I try to learn a new thing every day

JOB TYPE PREFERENCES

Location		Time & Pay	
Remote & Home work	✓	Full-time employment	✓
On company premises	✓		
Field work & Business Trips	✓		

EDUCATION

High School / Vocational School

Liceu / Școală profesională - Colegiu tehnic de transporturi, , Transilvania"

2001 - 2005 | 4 years

Courses / Conferences, Cluj-Napoca

Centrul de Excelenta in Electronica

2000 - 2005 | 5 years

Colegiu / Studii postliceale - Școala Informala

Incomplete

SKILLS

guarantee customer satisfaction	manage stocks	teamwork	labour legislation	financial products	computer skills
business intelligence	product comprehension	product marketing	manages the supply	manage budgets	
customer relationships	motivate employees	handle customer complaints	communication skills	sales activities	
HR recruitment	react calmly in stressful situations	flexible	strategic planning	maximise revenues	teamwork
adhere to organisational guidelines	client orientation	think creatively	communicate via telephone	proactive	
train employees	accounting	communication guidance			

SPOKEN LANGUAGES

English	advanced
Italian	beginner