



Datele de contact sunt contra cost. Detalii aici: <https://www.rabota.md/ro/prices/cv>

- 👤 44 ani
- ♂ Masculin
- 📍 Chișinău

Preferințe

- Full-time

Limbi

- **Română** · Comunicare
- **Rusă** · Fluent
- **Engleză** · Mediu
- **Ucraineană** · Mediu

Permis de conducere

Categoria: B
Cu automobil personal

Administrator

Despre mine

Sports, Cars, Travels.

The announcement of the tender, selection of the supplier, coordination installation and start-up of the system Video monitoring of company offices, systems GPS monitoring of company vehicles, Security and fire protection systems.

Participation in the organization of corporate events (New Year, birthday of the company, etc.). Participation in purchases of certain types of goods for the company (special clothing and footwear, stationery goods, furniture, vehicles etc.). Selection of providers and connection of offices to the Internet providers and GSM connection.

Experiența profesională

Administrator MTE (Administrative director) · Esplan-Lux SRL group of companies

Septembrie 2008 - Prezent · 16 ani 3 luni

Sep 2012 - 2017 / currently - Administrator MTE (Administrative director).

Sep 2009 / Sep 2012 - Head of Legal department, Head of HR and Internal Security.

Sep 2008 / Sep 2009 - Legal adviser.

May 2009 - Representative of the Quality management under international standard ISO 9001-2015.

Leadership and management of departments: legal department, personnel department, quality management department, department of material and technical supply, internal security department, it department, transport department. Establish goals and objectives, ensure mutual understanding, provide assistance and advice to department staff, participate in tasks and achieve results; provide reports to the Director General on the results achieved. Personnel management firms according to the standard ISO 9001-2015.

Studii: Superioare

State University of the Republic of Moldova

Absolvit în: 2002

Facultatea: Faculty of Law

Specialitatea: Civil Law

Cursuri, training-uri

Modern Management techniques

Absolvit în 2018

Organizator: Oktrainings SRL

Internal Auditor Course for the Quality Management Systems against the requirements of ISO 9001-2015.

Absolvit în 2018

Organizator: Top Consulting SRL

IT Essentials

Absolvit în 2017

Organizator: Cisco Systems, Inc.