

PERSONAL INFORMATION



Dragomir Luiza-Maria

0764333553



dragomirluiza96@gmail.com



Gender Female | Date of birth 31/01/1996 | Nationality Romanian

PROFESSIONAL EXPERIENCE

02/2021-PRESENT **Research assistant**

"Constantin Brâncuși" University in Târgu-Jiu
Institute for Research, Development and Innovation

04/2020-02/2021 **Financial Administrator**

University Sports Club "Constantin Brâncuși" from Târgu-Jiu

10/2016-05/2017 **Pedagogical practice in compulsory pre-university education**

"Hermes" Economic High School, Bucharest
Discipline: Quality of products and services

05/2016-06/2016 **Internship**

Bank of Transilvania, Târgu-Jiu branch
Targets: banking, teamwork, profit generation, manners and "how to" practices

10/2015-11/2016 **Volunteering**

Ecotur, ASE, Bucharest
Student organization
Targets: "Learn to see" project carried out in Prahova County at the School Poiana Câmpina Secondary School, grades V-VIII - teaching lessons and interactive games.

03/2015-04/2015 **Training**

Oratorica (ASCIG), Bucharest
ASCIG (Association of Students in Accounting and Management Informatics) is a non-governmental organization that organized the Oratorica project.
Targets: communication, public speaking, influence and persuasion, non-verbal language

10/2014-10/2015 **POSDRU Internship**

Internship-POSDRU project "Impact- Together one step closer to your career", structured in: career counselling; exchange of experience in Italy (July 2015) at the University of Bari;

EDUCATION AND TRAINING

2020-PREZENT	PhD: Social Sciences and Humanities University of Craiova Field: Sociology
2021-2023	Master: Finances and European Public Governance "Constantin Brâncuși" University of Târgu-Jiu
2019-2020	DPPD certificate, level II "Constantin Brâncuși" University of Târgu-Jiu
2017-2019	Master: Quality management, expertise and consumer protection Academy of Economic Studies, Bucharest Subjects studied: quality management techniques and tools, food quality and safety, integrated management systems, innovation and design
FEBRUARY 2019	IC3 Certificate
MAI 2019	Quality Auditor Certificate
JUNE 2019	Quality Management Systems Manager Certificate
JUNE 2019	Project Manager Certificate
APRIL 2018	Certificate Human Resources Inspector/Referent
2014-2017	Bachelor: Faculty of Business and Tourism Major: Business administration in commerce, tourism, services and merchant studies Academy of Economic Studies, Bucharest Subjects studied: e-commerce, commercial transactions, sales techniques, finance, entrepreneurship, economic informatics, accounting, mathematics, management
2014-2017	DPPD certificate, level I Academy of Economic Studies, Bucharest Subjects studied: foundations of pedagogy, educational psychology, pedagogy II-theory and methodology of teaching and assessment, classroom management
2015-2016	National Tour Guide Certificate (tour operator) Tourist Association "The Guides of Romania – Ghizii Romaniei", Bucharest
2015-2016	Certificate of professional qualification Travel Agent-Guide Tourist Association "The Guides of Romania – Ghizii Romaniei", Bucharest
2010-2014	Baccalaureate Diploma Ecaterina Teodoroiu National High School, Târgu-jiu Humanities profile, philology

PERSONAL SKILLS

Mother tongue(s) Romanian

Other known languages

English

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Participating in conversations	Oral discourse	
C1	C1	B2	B2	A

Levels: A1 and A2: Elementary user - B1 and B2: Independent user - C1 and C2: Experienced user
Common European Framework of Reference for Languages

Communication skills • Team spirit;

- Communication skills;
- Adaptability to new situations, motivation;
- Persuasive skills;

Skills
 Organizational / managerial

- Leadership
- Decision-making skills
- Ability to analyze and

Digital skills
 SELF-ASSESSMENT

Information processing	Communication	Content creation	Security	Solving issues
Experienced user	Experienced user	Basic user	Independent user	Basic user

Digital skills - Self-assessment grid

- A good command of Microsoft Office - Word, Excel, PowerPoint, Prezi;
- A very good command of using the internet, search engines, social networks and other web resources.

Driving license

B

ADDITIONAL INFORMATION

- special attention to detail;
- increased adaptability;
- communication, seriousness;
- ability to assimilate new information;

