

PERSONAL INFORMATION

Ceban-Bejenaru Antonina



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💬 Viber; messenger Antonina Ceban-Bejenaru, 079800067

Sex Female | Date of birth 12.05.1990 | Nationality Moldoveanca

JOB APPLIED FOR
POSITION

Member of the board AFAM

WORK EXPERIENCE

October 2018- Present

CEO

BIC INFODEBIT CREDIT REPORT SRL
10B Calea Iesilor, Chisinau, Reppublic of Moldova www.infodebit.md

March 2018- September 2018

Sales Manager

SRL INCASO 131/1 Hincești Republic of Moldova www.incaso.md

- achieve growth and hit sales targets
- design and implement a strategic business plan expands company's customer base and ensure it's strong presence
- present sales and reports
- identify emerging markets and market shifts while being full aware of new products and competition status
- signing contracts

April 2017- April 2018

Shop Supervisor

SA Moldcell 3 Belgrad Republic of Moldova www.moldcell.md

- Retail manager, including cashiers and shoppers
- Identify current and future trends that appeal to consumers
- Utilize information technology to record sales figures, for data analysis and forward planning

January 2014-April 2017

Sales Representative

SA Moldcell 3 Belgrad Republic of Moldova www.moldcell.md

- Report on buying trends, customer needs, profits etc.
- Propose innovative ideas to increase market share

October 2012-January 2014

CR Customer service representative

SA Moldcell 3 Belgrad Republic of Moldova www.moldcell.md

- Identifying and assessing customers' need to achieve satisfaction

May 2010- December 2011

Economic administrator

DMPDC the municipal directorate for the protection of children's rights www.DMPDC.md

- budget allocation
- making invoices

EDUCATION AND TRAINING

2011-2015

Cooperative Commercial University of Moldova, Law, Management and Law

Replace with EQF (or other) level if relevant

2009-2012

International Management Institute IMI-Nova, Economics, Finance and Banking

1997-2009

Theoretical Lyceum "Miguel de Cervantes Savedda" Chisinau

PERSONAL SKILLS

Mother tongue(s)

Romanina, Russian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Romanian	Excellent	Excellent	Excellent	Excellent	Excellent
Russian	Excellent	Excellent	Excellent	Excellent	Excellent
Spanish	Excellent	Excellent	Excellent	Excellent	Excellent
English	Good	Good	Basic	Basic	Good

Communication skills

- Good communication skills and a excellent telephone manner. Able to sell to large and small clients. Proven experience in launching new products. Have a professional style of communication & ability to build rapport with prospective

Organisational / managerial skills

- leadership (currently responsible for a team of 7 people)
- Stress resistance
- Able to persuade and motivate people

Job-related skills

- good command of quality control processes
- Team Work
- Innovations

Digital competence

1C; MICROSOFT OFFICE; PC ; MAIL; INTERNET

Driving licence B