

CURRICULUM VITAE

Name and Surname: Andreea Mirabela Popescu

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City: Tg-Mureş, Romania

Date of birth: The 2nd of November 1982

Education:

2001-2005: „Babeş- Bolyai” University of Cluj-Napoca, field „Applied Modern Languages in Business and Trade (English- French)”.

1997- 2001: ”Alexandru Papiu Ilarian” Highschool from Tg-Mureş, field „English and French”

Working Experience:

Sworn Translator and Conference Interpreter for English and French (2005- present)

For the last 12 years, I have been working as a translator of English and French and I specialize in the following areas: personal documents, accountancy, finance, EU legislation, marketing and sales, business and negotiation, campaign management, customer experience management, customer lifecycle management.

For the same 12 years, I have been working as a conference interpreter of English and French in the following domains: seminars, workshops, employment interviews, conferences, business meetings and education programmes. I do both consecutive and simultaneous interpreting.

Sales Support Executive (October 2006- June 2012)- Business Logic Systems

Founded in 1998, Business Logic Systems (BLS) was heavily involved in the early days of mobile telecommunications, with technology that could load, process and flexibly produce reports with the high volumes of data that the industry was producing. The software development team in the Cluj-Napoca Solution Centre produced several OEM solutions as well as developing the foundations of our own InTelestage™ Suite.

I have been working in these areas (using the languages Romanian, English, French, Italian and Spanish)

-Generating leads and prospects and organizing appointments with our team of Sales Directors for a customer experience product presentation

- Keeping in touch with the existent ones (sending them updates and other documents)/
- Making marketing reports before the appointment.
- Organizing Brand Awareness
- Studying competition- making reports of companies offering similar products and comparing them to ours in order to give our clients the best customer experience.
- Conducting market surveys on convergent offerings of communication service providers.
- Organizing campaigns and managing the reports.
- Any other activity that was necessary to the department.

Artistic skills and competences: I love art, literature, painting, digital and analogue photography, psychology and metaphysics, for the moment I am writing a book that I want to publish in the near future.

Social skills and competences: I am a communicative, open-minded and dynamic person, I love team work and I love surrounding myself with beautiful people.

Technological skills and competences: Microsoft Office, Canon photo cameras, internet surfing, social media, social media administration.

Other skills and competences: I am a self-taught person who successfully uses online resources for research and specialization, for instance now I am studying my fifth foreign language (German) and I am currently learning HTML.

Foreign languages: English (Sworn Translator), French (Sworn Translator), Italian (good level), Spanish (average level) and German (beginner level).

Other completed courses: „Telemarketing Course and Sales Course in the Field of Business Intelligence” (2006).

Diplomas and distinctions:

Authorization for being a Sworn Translator and Conference Interpreter offered by the Ministry of Justice (2005)- (Aut. M.J. Nr. 15096).

CAE Diploma – „Certificate in Advanced English” bestowed by The Cambridge English Language Assessment (1999).

„The Best Employee Award” bestowed by our Chief Operating Officer from the company „Business Logic Systems” (2009).

ADDITIONAL INFORMATION: Upon request.