

## Europass Curriculum Vitae

### Personal Information

First name(s) Surname **Vrabie Maria**  
 Address Via Emilia, 13 - 30174 Mestre (VE)  
 Telephone numbers 3703529293  
 Fax  
 E-mail address vrabiemaria95@gmail.com  
 Nationality Romanian  
 Date of birth 07 February 1995  
 Sex **F**



**Job applied for / position** Commercial services

### Work Experience

Date (from-to) From 28 June to 6 August 2016  
 Occupation or position held Training internship organized by the school  
 Name and address of employer PROMO STUDIO S.N.C  
 Piazza Marconi Guglielmo 52/1, 30038 SPINEA (VE)  
 Type of business or sector Commercial Services Office  
 Main activities and responsibilities Commercial Services Secretary

### Education and qualification awarded

Date (from-to) 2015 - 2018  
 Type of qualification Secondary school diploma / qualification commercial services  
 Main subjects covered or skills acquired In-depth study of the business economy and general and economic law. Deepening on communication techniques and relationship with the public.  
 Name and address of organisation providing education and training Istituto Luigi Luzzatti  
 Level of qualification

### Personal skills and competences

Mother tongue(s) Romanian  
 Other language(s) English, French, Russian

Self-assessment

European Level (\*)

**Language: English**

**Language: French**

**Language: Russian**

Understanding		Speaking		Writing
<i>Listening</i>	<i>Reading</i>	<i>Spoken interaction</i>	<i>Spoken production</i>	
<b>B1</b>	<b>B1</b>	<b>B1</b>	<b>B1</b>	<b>B1</b>
<b>B1</b>	<b>B1</b>	<b>A2</b>	<b>A2</b>	<b>A2</b>
<b>C1</b>	<b>B2</b>	<b>C1</b>	<b>C1</b>	<b>B1</b>

(\*) Common European Framework of Reference for Languages

Communication skills	Ability to interact with the public using effective communication techniques learned during communication studies at school.
Organisational/managerial skills and competences	Consolidated experience in volunteering in the Red Cross and Mercy; good decision-making and problem-solving skills even in stressful situations; great ability to work with people of different ages;
Job-related skills	Ability to learn new knowledge and apply it in a short time.
Computer skills	Excellent use of computers, Internet and e-mail. Knowledge of Microsoft application programs and of Office package, in particular Excel and Word. Using the eBridge program (Accounting Line).
Artistic skills	2012 - participation in the national poetry contest " The little poet " (Moldova).
Other skills	Sports activities of various kinds at an amateur level: football, gym.
Driving licence	
<b>Additional information</b>	
<b>Attachments</b>	

Venezia-Mestre, **30/04/2018**

Student's signature (if over 18) or parent's signature (if under 18)

---



---

In compliance with the Italian D.L 196/2003, I hereby authorize the recipient of this document to use and process my personal details for the purpose of recruiting and selecting staff and I declare that I am informed of my rights in accordance with art. 23 of the above mentioned decree.

I hereby allow my personal details to be handled fairly by companies, societies and any organizations which cooperate with You, respecting my right to privacy.

Besides I authorize to use my personal details also by electronic ways and/or automated equipments to link the details with those of other people, according to quality and quantity criteria.

Venezia-Mestre, **30/04/2018**

Student's signature (if over 18) or parent's signature (if under 18)

---