

Administrator

Bărbat, 44 ani, superioare studii.

Datele de contact ale candidatului sunt contra cost. Detalii aici: <http://www.rabota.md/cv/>

Salariu
Program de lucru
Chișinău
Calatorii de afaceri

Sal. negociabil
Full-time
Chișinău
disponibil pentru detașări de serviciu

Experiența de munca

15 ani și 8 luni

septembrie 2008 - până în
prezent
15 ani și 8 luni

Administrator MTE (Administrative director)

Esplan-Lux SRL group of companies
(Chișinău), Industrie, producție

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.

Recomandari

Acest candidat are recomandari de la fosti angajatori, pe care le puteți vedea achitând pentru acces.

Education

Studii superioare

până în 2002

State University of the Republic of Moldova, Faculty of Law
Civil Law

Instruire continua, cursuri de formare

2018	Modern Management techniques in Oktrainings SRL, or. Chişinău.
2018	Internal Auditor Course for the Quality Management Systems against the requirements of ISO 9001-2015. in Top Consulting SRL, or. Chişinău.
2017	IT Essentials in Cisco Systems, Inc., or. Chişinău.

Competente-cheie

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.

Competente lingvistice

Rusa	Materna
Romana	Comunicare
Engleza	Medium
Ucraineana	Medium

Informații suplimentare

Calatorii de afaceri	disponibil pentru detașări de serviciu
Cetățenie	Moldova, Romania
Permis de conducere	B
Autovehicul propriu	automobil personal
Despre mine	Sports, Cars, Travels.