



Datele de contact sunt contra cost. Detalii aici: <https://www.rabota.md/ro/prices/cv>

# Data Entry Specialist

## Work experience

### Data Entry Specialist · Yopeso

April 2023 - Present · 1 year 11 months

- Accurate data entry into the designated program in the shortest time possible.
- Verification of elements on the website.
- Sending and receiving information.
- Detailed searching for unknown information.
- Working efficiently with the available technology.
- Utilizing advanced knowledge of the English language and intermediate knowledge of the German language

Skills: Attention to Detail, Research Skills

### Sales Manager · Call Center

January 2023 - March 2023 · 2 months

- Selling products and services to customers through inbound and outbound calls.
- Handling and resolving inquiries from warm leads and existing customers.
- Building and maintaining customer relationships to achieve sales targets.
- Delivering excellent customer service while promoting company products effectively.

## Desired industries

- Tourism / Hospitality
- Sales / Retail
- Translation / Publishing

## Education: Higher

### ULIM

Graduated in: 2024

Faculty: Litere

Speciality: Traducator Engleza-Germana

👤 22 years

♂ Male

📍 Criuleni

💰 20 000 MDL

## TOP Skills

- **Research Skills** · 1 year
- **Attention to Detail** · 1 year

## Preferences

- Remote

## Languages

- **Romanian** · Fluent
- **Russian** · Medium
- **English** · Fluent
- **German** · Communication