**Curriculum Vitae**

# PERSONAL INFORMATION

**Name & Surname:** VERGILIU

**Email:** vergiliu.130361@2freemail.com **Sex**: Male

**Date of birth**: 22/09/1986

**Nationality**: Romanian, Moldavian

## U.A.E Driving License: Yes

**Personal Car**: Yes

# WORK EXPERIENCE

## Sales Executive, Meraas Holding Dubai, U.A.E

**15/08/2016 – present Main Responsibilities:**

* Sell exclusive Luxury brands of products to customers
* Offer assistance in searching for best products
* Helping solving the issues that appear during the sale

## Sales and Events Manager at CREATORII STUDIO, Moldova 01/09/2010– 01/08/2016

**Main Responsibilities:**

* Negotiate space contracts and book event space, arrange food and beverage, order supplies, equipment and signage directly with 4\* and 5\* Hotels in Europe Union.
* Conduct research, make site visits, and find resources to help staff make decisions about event possibilities.
* Create and revise room layouts for each event.
* Serve as liaison with vendors on event-related matters.
* Work with media and public affairs team to coordinate press events and messaging is timed and released to effectively promote events
* Prepare budgets and provide periodic progress reports to staff directors for each event project.
* Keep track of event finances including check requests, invoicing, and reporting.
* Coordinate appointments and scheduling of events on the calendar.
* Act as the point of contact as smaller events as needed.
* Help to document activities prior to and during the events for internal and external communications.
* Create partnerships with new clients and to maintain the existing ones
* Manage the team of Sales agents in the company and to help reach the monthly target of new clients
* Organize periodic Sales Force Trainings in order to develop the potential of the Sales Team
* Coordinate a group of 10 members, monitoring the daily tasks, KPIs and targets.

## Sales and Customer Care Agent at Orange Inc., Chisinau (Moldova) 01/09/2009–01/09/2010

**Responsibilities:**

* + To promote and sell products and services in Orange stores
	+ To identify customer needs and propose the best solutions, creating a consultative sales
	+ To provides support for making phone settings, connectivity solutions to mobile data service in order to maximize the use of voice and data
	+ To provide inventory management of goods and merchandise inventory
	+ To provides support to other team members from store
	+ To inform about products & services and to be aware of new technologies to respond promptly to customer needs.

## Ticketing/Sales Agent at ITN Networks, Chisinau, Moldova 01/03/2007-01/09/2009

**Responsibilities:**

* + To sell Business and Economy Class Tickets to clients
	+ To make reservations through Apollo Central Reservation System
	+ To make and receive calls from clients regarding the ticket offers

## EDUCATION AND TRAINING

### 01.09.2005 – 01.06.2009

**Technical University, Chisinau (Moldova)**

Bachelor Degree in Management and Engineering in Telecommunication Systems

### 01.09.1994 – 01.06.2005

**Vasile Alecsandri High School, Ungheni (Moldova)**

**LANGUAGES**

* + - **Romanian**: Mother tongue
		- **English**: Fluent
		- **Russian**: Fluent
		- **French**: Basic
		- **Italian**: Basic
		- **Ukrainian**: Intermediate

## CERTIFICATES

* Food Security, Dubai, U.A.E, August 2016
* Train of Trainers, German Chamber of Commerce, Potsdam, January 2009
* Train of Trainers, AIESEC in Moldova, September 2008
* Public Speaking Certificate, Continuing Educational Center of Moldova, April 2009
* Basic Selling Techniques, Orange Moldova, March 2010
* Organizational Training Capacities’, AXA Management Consulting, July 2011
* Leadership Project Entrepreneurship Program, Richard Ivey School of Business, May 2011
* Trainer in Erasmus+ Program, European Commission, October 2015
* Aviation Medicine Concepts For Medical Examiners, ICAO, July 2016
* Air Operator Certification, ICAO, July 2016
* Safety Management Systems, ACI, July 2016

## SKILLS & KNOWLEDGE

* + Advanced Presentation and Public Speaking Skills
	+ Advanced Sales and Negotiation Skills
	+ Excellent Team and Project Management