

## DECLARAȚIE PE PROPRIE RĂSPUNDERE

Subsemnatul, **SÎRBU SERGIU**, traducător/interpret autorizat de către Ministerul Justiției al Republicii Moldova, identificat prin autorizația de traducător/interpret nr. seria **AI / AT Nr.97**, eliberată la data de **22.02.2010**, declar pe propria răspundere următoarele:

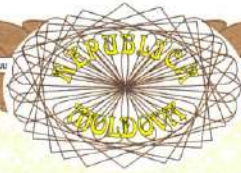
1. Că sunt calificat și cunosc în mod corespunzător terminologia juridică necesară pentru a presta servicii de traducere și interpretariat în conformitate cu standardele profesionale și cerințele specifice ale domeniului juridic.
2. Că sunt disponibil să pretez servicii de traducere pentru **SC PROIRVAS SRL**, până la data de **31.12.2025**.

Data: 13 ianuarie 2025

Semnătura,







MINISTERUL JUSTIȚIEI AL REPUBLICII MOLDOVA

# AUTORIZAȚIE

În temeiul art.13 din Legea nr.264-XVI din 11 decembrie 2008, publicată în Monitorul Oficial al Republicii Moldova nr. 57 - 58, din 20 martie 2009, ministrul justiției, prin Ordinul nr. 4 din 14 ianuarie 2010, dispune că \_\_\_\_\_  
SÎRBU SERGIU, a.n. 1981, deținător al actului de identitate  
(numele și prenumele, anul nașterii)

0961312485939

(IDNP)

este autorizat în calitate de:

- *interpret*

- *traducător*

germană

pentru limba \_\_\_\_\_  
să presteze servicii pentru Consiliul Superior al Magistraturii, Ministerul Justiției, organele procuraturii, organele de urmărire penală, instanțele judecătorești, notari, avocați și pentru executorii judecătorești.

Nr. 97

Eliberat 22 februarie 2010

MINISTRU,

Alexandru TĂNASE

(numele, prenumele)

(semnătura)



L.Ș.

Seria AI





MINISTERUL JUSTIȚIEI AL REPUBLICII MOLDOVA

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MINISTRU,

Alexandru TĂNASE

(numele, prenumele)

(semnătura)



L.Ș.

Seria AT





REPUBLICA MOLDOVA



MINISTERUL ÎNVĂȚĂMÎNTULUI  
**DIPLOMĂ**

de studii superioare universitare de licență

**№ 0052613**

**Seria AL**

În baza hotărârii Comisiei pentru examenul de licență

din 12 iunie Sirbu Sergiu 2002

numele, prenumele  
inmatriculat \_\_\_\_\_ în anul 1998, absolvent \_\_\_\_\_ al(a) \_\_\_\_\_

Universitatea de Stat  
din Chișinău  
Institutul de învățămînt superior universitar

a obținut titlul de licențiat

profilul Filologie

specialitatea Limba germană -  
Limba engleză

specializarea \_\_\_\_\_

cu media: pe anii de studii 8,24 (opt, 24)  
examenului de licență 8,25 (opt, 25)  
generată 8,24 (opt, 24)



L.Ș.

Eliberată la 18 iunie 2002 \_\_\_\_\_ 2002

Nr. de înregistrare \_\_\_\_\_ Semnătura titularului \_\_\_\_\_

Tipografia Centrală, 2002



1-PAGE CV



# SERGIU SIRBU

born on January 1<sup>st</sup>, 1981

Marital status - married

Stradela 2 Calea Unirii 23,  
MD-2003 DURLESTI, Republic of MOLDOVA

Citizenship: Republic of Moldova | Romania

[S sirbu.sergiu](mailto:serge_sirbu@yahoo.com) ✉ [serge\\_sirbu@yahoo.com](mailto:serge_sirbu@yahoo.com)



Mobile: (+373) 795 97 995

## EDUCATION:

1998 ... 2002	STATE UNIVERSITY OF MOLDOVA, Faculty of Foreign Languages, GERMAN-English Department - TITLE OF LICENSEE IN PHILOLOGY
1990 ... 1998	German-Romanian Lyceum "M.Kogalniceanu" - Graduation Diploma (High-school graduation)
1988 ... 1995	Fine Arts School "V.Poleakov" - Diploma with Specialization: Violin & Moldovan Folk Instruments

Time period	WORK EXPERIENCE:	Full time = Ft	Part time = Pt	Description of duties:
March 2010 to present	SRL NeoMATRIX Moldova SRL MATRIX IT SOLUTIONS Romania *remotely	Ft	Pt	<b>Head of Products Devel., Purchasing &amp; Logistics Department</b> <ul style="list-style-type: none"> <li>Reporting, analysis &amp; controlling; acquisitions procedures, budgeting &amp; staff management;</li> <li>Searching for new products/brands, manufacturers, trends; Drafting &amp; signing up the distribution agreements; Coordinating all imports/exports &amp; customs issues with both companies;</li> <li>Business trips: Germany – Exhibition each year CeBIT 2010-2014 &amp; 2017, Romania, Ukraine, Hong Kong, Taipei (Taiwan) – Exhibition Computex 2014 &amp; 2015; Taiwan Int'l Photovoltaic Exhibition 2015</li> </ul>
December 2005 to present	SRL Cazacu lu.T. & SRL Cazacu House & SRL Dimolux Grup	Ft	Pt	<b>Import Manager &amp; Translator-Interpreter</b> <ul style="list-style-type: none"> <li>Searching for new products/brands, manufacturers; drafting and signing up the distribution agreements; Coordinating all the customs issues on imports of so-called: "other tobacco products" (cigars, cigarillos, Pipe &amp; RYO tobacco), tobacco accessories &amp; gifts within the company;</li> <li>Business trips: Ukraine, Austria, Netherlands, Sweden, Dominican Republic, Germany - Exhibitions each year: InterTabac 2007-2017 (Dortmund); Ambiente 2014-2016 (Frankfurt/M);</li> <li>Written translations such as contracts, products info, brochures from Romanian/Russian into English/German &amp; vice-versa; Interpreting (consecutive, whispering) - DE/EN</li> <li>Organizing business meetings (including interpreting services &amp; logistical support) for foreign partners - accompanying on business &amp; sightseeing tours all over Moldova.</li> </ul>
Mar 2004 to Mar 2010	I.I. Sirbu Sergiu Translation Bureau (Privately-owned Enterprise)	Ft		<b>Manager &amp; Translator-Interpreter</b> <ul style="list-style-type: none"> <li>Coordinating the activity of the Translation Bureau. Budget preparation. Revenue management; Obtaining and keeping up to date all the official documents requested by the authorities;</li> <li>Translation of documents &amp; texts from Romanian/Russian into English &amp; German and vice-versa; Interpreting (both, consecutive &amp; simultaneous, incl. whisper interpreting) – DE or EN into RO or RU;</li> <li>Proofreading and editing of translations performed by freelance translators within the Bureau;</li> <li>Providing logistical support to customers (companies and individuals) - transportation (also by own car), accommodation issues &amp; meetings with officials, business trips all over Moldova.</li> </ul>
Oct 2003 to Nov 2003	Travel Agency "Casa Vinului"	Ft		<b>Translator</b> <ul style="list-style-type: none"> <li>Written translation Romanian/Russian &lt;&gt; English/German;</li> <li>Taking part to the works on drafting collaboration agreements with hotels, Vineries &amp; winemaking enterprises including business trips at Vineries and vineyards in Moldova.</li> </ul>
Aug 2002 to Aug 2003	VisPas Hotel ****			<b>Manager Assistant (acting manager)</b> <ul style="list-style-type: none"> <li>Coordinating the activity of the hotel departments;</li> <li>Marketing research; Participation in the budget preparation works; Drafting and signing up the contracts with travel agencies, companies &amp; other partners;</li> <li>Obtaining and keeping up to date all the certificates, authorizations, licenses;</li> <li>Evaluating customer's complaints &amp; demands; Implementing Check IN &amp; Check OUT processes;</li> </ul>
Apr 2002 to Aug 2002		Ft		<b>Receptionist</b> <ul style="list-style-type: none"> <li>Supervising the reservation processes including all the correspondence; providing to the authorities all the records kept by the reception.</li> </ul>
Aug 2001 to Apr 2002	F.S. Patent Ltd.	Pt		<b>Translator</b> <ul style="list-style-type: none"> <li>Written &amp; dully authenticated translations Romanian/Russian &lt;&gt; English/German;</li> <li>Drafting and mailing advertising material of the company.</li> </ul>
Jun 2001 to Sep 2001	ABC-dava SRL			<b>Translator</b> <ul style="list-style-type: none"> <li>Consecutive Interpreting during phone conversations (German &amp; English).</li> </ul>

## Trainings & seminars attended:

Feb 22 - 23, 2012	SBC (School of Business Communications) - Training Course: "Subordinate staff management" (Руководство подчинёнными)
Jan 19, 2012	Chamber of Commerce and Industry of the Rep. of Moldova - Team Project Management Training Course held by Mr. Stephan Haehsch (Director of Haensch Business School, Berlin, Germany)
Nov 2 - 4, 2010	SBC (School of Business Communications) - Training Course: "Tough talks" (Жесткие переговоры)
May 26 - 30, 2010	UTA (Union of Authorized Translators of Moldova) - Training Course: "The diversity of legal translations & interpretation in EU-context"

QUALIFICATIONS: LANGUAGES (self-assessment)		interpreting (consecutive) from GERMAN to	Reading	Understand	Speaking	Typing		legal, technical, medical, business written text-translations, pages per day (language pairs)					interpreting (simultaneously) from GERMAN to	
DE	GERMAN					AVG. TYPE SPEED:	AVG. TYPE ACCURACY	DE-RO/RU	RO/RU-DE	DE-EN	EN-RO/RU	RO/RU-EN		
DE	GERMAN		excellent	easily	fluently	45 wpm	94%							
EN	ENGLISH	●●●●●○○○	excellent	easily	fluently	55 wpm	93%	14-15	9-10	4-6	15-16	9-10	N/A	
RU	RUSSIAN	●●●●●○○○	excellent	easily	fluently	35 wpm	91%						●●●●●○○○	
RO	ROMANIAN	●●●●●●●●	Mother tongue			45 wpm	92%						●●●●●●●○	


Starting with FEB 2010

**AUTHORIZED TRANSLATOR FOR GERMAN & ENGLISH, AUTHORIZED (SWORN) INTERPRETER FOR GERMAN**  
 Authorization of the Ministry of Justice of the Republic of Moldova (AT/AI No. 97)






























COMPUTER SKILLS	MS Office, ABBYY FineReader, Adobe Photoshop, 1C Enterprise, Corel Draw, WordFast used rarely...
INTERESTS	Literature (detective stories), football, music, cars, cigars and pipes ...
MISCELLANEOUS	Driving license category "B" + own car; available for business trips.
STRENGTHS	*hard-working; team-leader & team-player; comfortable in multitasking environment; eager to learn smth. new

## Relevant interpreting experience

consecutive 

whispering (chuchotage) 

simultaneous 

TIME REFERENCE	INTERPRETING	TYPE	FIELD	ORGANIZATION - EVENTS	INTERPRETED FOR	PLACE
Feb 2010 to present	DE<>RO/RU		justice, legal proceedings, civil & criminal law	Courts of First Instance, Appeal Courts, Supreme Court of Justice, Public Prosecutor's Office, National Anticorruption Center, Notaries, Lawyers, Police		all over Moldova
Feb 7-9, 2017 Mar 15-18, 2016	DE<>RO/RU		Agriculture, plants protection fertilizers	Presentation Seminars on Lebosol products	German expert from Lebosol Dünger GmbH & seminar attendees	6 regions in Moldova
Jul 29-30, 2016	DE<>RO/RU		Agriculture, food industry	Business negotiations	ESG KRAEUTER GmbH owner & Moldovan partners	Chisinau
Dec 9, 2015	DE<>RO/RU		Criminal Justice - Penitentiary reforms	Documentation visit to Penitentiary No 1 of representatives from: German Embassy, Ministry of Justice, Ministry of Foreign Affairs etc.	First Secretary of German Embassy, Vice-Minister of Justice, Chief of Dept. of Penitentiary institutions	Taraclia
Nov 28 – Dec 03, 2015	DE/EN<>RO/RU DE<>EN		Politics, conflict resolutions, autonomies	Study Visit to South Tyrol of the Informal Working Group on Gagauzia	Moldova Parliament Delegates, CMI experts & Gagauzia Regional Council Members	Bolzano (IT)
Nov 18, 2015	DE<>RO		Anti-Corruption strategies	Twining Project: Strengthening the PPP system in Moldova (7 <sup>th</sup> Seminar)	Moldova Government representatives & German experts	Chisinau
Nov 25, 2015	DE<>RO/RU		Automotive, mechanics	BERU brand history & products presentation	BorgWarner & Beru Systems GmbH experts & seminar attendees	Chisinau
Apr 01, 2014	DE<>RO		CSI, forensic	Workshop on crime scene investigation	German experts & Moldovan policemen	Chisinau
Oct 20, 2009	DE/EN<>RO/RU DE<>EN		Social care - social projects, reporting & auditing	CARITAS MOLDOVA · 7 <sup>th</sup> PARTNERS MEETING	Caritas Moldova & Partners, HE Bishop of Chisinau & a priest	Chisinau
Jul 01-10, 2009	EN<>RU/RO		Business reporting, marketing, tobacco products & lighters	Swedish Match East & Central Europe Conference	SRL CAZACU I.U.T., Swedish Match & conference participants	Stockholm (SE) Oslo (NO)
Mar 27, 2009	DE<>RO/RU		Winemaking, Wine-tasting	Solei-Turism SRL/IM"Vinaria Purcari" SRL Wine tour to "Vinaria Purcari"	Group of more than 50 Swiss tourists	Purcari
Dec 15-17, 2008	DE/EN<>RO/RU		High-voltage power supply & transmission lines	Partners seeking for ongoing works on OPGW-cable pulling	Specialists from Bosnia & Moldova	Chisinau
Dec 2, 2008	EN<>RO/RU		Business development, managing	Trainings held by ÅF-Consult AB (Sweden) for SA Termocom (Moldova) funded by Swedish International Development Cooperation AGENCY (SIDA)	Top & middle management from SA Termocom & experts from ÅF Consult	Chisinau
August 2008 (15 days)	DE/EN<>RO/RU		Social care, educational system, child protection	ANTARA FOUNDATION Study on the educational system in Moldova	Antara experts & NGO leaders: from Moldova & Transnistria	Chisinau, Criuleni, Dubasari, Tiraspol
Apr 02-04, 2008	EN<>RU		Cigar production; marketing; Winemaking & wine-tasting	Cigar Academy by Swedish Match, Wine tour to Milestii Mici	Swedish Match expert & SRL Cazacu Iu.T. employees	Chisinau, Milestii Mici
Mar 05-06, 2008	DE/EN<>RO/RU		Social care, capacity building, social projects	Caritas (Switzerland) & Caritas Moldova, "Open Space Seminar" for NGOs from the Republic of Moldova	Caritas Switzerland program Coordinator & NGO's leaders	Chisinau
Feb 14-23, 2008	EN<>RU		Tobacco growing, & cigars production cycles	Visiting General Cigar Dominicana S.A. – associated Company - Swedish Match AB	SRL CAZACU I.U.T. Tobacco House, Swedish Match AB & GC Dominicana SA	Puerto Plata, Santiago (DO)
Dec 12-14, 2007	DE<>RO/RU		Legal, civil proceedings, adoption, medical	Appeal Court Chisinau, Notary public office, Hospital	Confidential info	Chisinau
Nov 19-21, 2007	DE<>RO/RU		Legal, civil proceedings, adoption	Appeal Court Comrat, Notary public office – adoption case	Confidential info	Chisinau, Vulcanesti, Comrat
Oct 24-29, 2007	EN<>RU		Real estate investment	Real estate investment project	Real estate experts	Chisinau
Oct 05-07, 2007 Sep 27-30, 2007 Jan 17-19, 2007	DE<>RO		Social care, pedagogic, fosterage, best practices in child protection field	Workshops & trainings held by the Austrian experts	Trainees and trainers	Chisinau
Mar 30 – Apr 03, 2007; Jan 22-26, 2007; Dec 05-07, 2006; Oct 3 -Nov 03, 2006; Oct 19-24, 2005 Jul 16-19, 2005 May 03-05, 2005	DE/EN<>RO/RU		Social care, pedagogic, psychology, disabled children, child protection	Trainings held by Austrian experts contracted within IBPP-TACIS – funded by Austrian Development Agency (ADA) & European Commission & implemented by Hilfswerk Austria in Moldova	Trainers & social workers, pedagogues, psychologists	Straseni, Chisinau
Mar 22-23, 2007	DE/EN<>RO/RU		Social care, adoption, child protection, fosterage	Conference in Comrat: Project KiM (Child protection in Moldova – Consolidation of regional resources) – Austrian Development Agency (ADA) & Family for You (FFY)	Trainees & trainers, people attended the conference, local public authorities representatives & high officials (= 200 people)	Comrat, Chisinau
Jan 24-25, 2006	DE<>RU		Mechanics, wine & champagne capsules production	Detecting the breakdowns on wine & champagne capsules production line	Engineers from Germany (Emmendinger Maschinenbau GmbH) and Moldova (Firstline)	Chisinau
Nov 15-24, 2005	DE<>RO		Canning industry, mechanics, production lines	Planning a project on establishing a canning (preserving) factory	Specialists from Germany (SES-Senior Experten Service) & Moldova (Maservit)	Nisporeni, Chisinau
Jun 13-26, 2005	DE<>RO		Legal, penal law & procedures	Supreme Court of Justice of the Rep. of Moldova – appeal hearings & procedures	Confidential info	Chisinau
Apr 23, 05	DE<>RO/RU		Medicine – homeopathic medicines & practices	Conference held in the Palace of the Republic of Moldova	Homeopath medical staff: Germany, Russia, Ukraine & Moldova (= 300 people)	Chisinau
Jul 26, 2004 Dec 08-10, 2005	DE<>RO/RU		Legal, tourism, politics	Visits of an Upper Austria Parliament member	Confidential info	Chisinau
October 2002	DE<>RO/RU		Medicine – dental practice, dental equipment	The 8 <sup>th</sup> International specialized exhibition MoldMEDIZIN & MoldDENT at the IEC MoldExpo	S&S Scheftner GmbH & visitors, authorities, officials	Chisinau

## Significant translated publications:

2008

[DE/EN -> RU]

"Manual-curriculum: Social Work & Social Care in Tajikistan" – published in Tajikistan ("СОЦИАЛЬНАЯ РАБОТА И СОЦИАЛЬНОЕ ОБЕСПЕЧЕНИЕ В ТАДЖИКИСТАНЕ") – About 250 pages  
Project of European Commission, Deutscher Entwicklungsdienst, Hilfswerk & Tajikistan Ministry of Social Protection

2006 - 2008

[DE/EN -> RO]

"Manual for organization in the field of social special pedagogic" – published in Moldova ("ÎNDRUMAR PENTRU ORGANIZAȚIA DE PEDAGOGIE SOCIALĂ SPECIALĂ") – About 370 pages  
an IBPP-TACIS Project funded by Austrian Development Agency (ADA) & European Commission implemented by Hilfswerk Austria & Hilfswerk Austria in Moldova

REFERENCES AVAILABLE UPON REQUEST