

# CURRICULUM VITAE

## 1. PERSONAL INFORMATION

**Surname** Craciun  
**Name** Natalia  
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## 2. EDUCATION AND TRAINING

<i>Educational Institution</i>	<i>Faculty</i>	<i>Period</i>
State University of Moldova, Chisinau	<i>Faculty of Philology</i> , Specialty «English language and Literature»	2000-2005
Republican College of Informatics, Chisinau	<i>Faculty of law</i> , Specialty «Law»	1998-2000
“Mihai Eminescu” Theoretical High School, Ungheni		1996-1998

## 3. PROFESSIONAL EXPERIENCE

<i>Organization</i>	<i>Position</i>	<i>Period</i>
Vocational School of Chisinau city	Teacher of English language	August 2005 - January 2006
«VEOX» LLC	Office Manager, Translator	June 2006 –November 2006
«TRADOX» LLC	Office Manager, Translator	January 2007 - up to date
«LINGVISTICA» LLC	Translator	2016 – up to date

## 4. LANGUAGES

Mother tongue	Romanian		Speaking		Writing
	<i>Understanding</i>		<i>Spoken</i>		
	<i>Listening</i>	<i>Reading</i>	<i>interaction</i>	<i>production</i>	
Russian	<i>C2</i>	<i>C2</i>	<i>B1</i>	<i>B1</i>	<i>B1</i>
English	<i>B2</i>	<i>C2</i>	<i>B1</i>	<i>B1</i>	<i>C2</i>
German	<i>B1</i>	<i>B1</i>	<i>A1</i>	<i>A1</i>	<i>B1</i>

*Levels: A1 and A2: Elementary user - B1 and B2: Independent user - C1 and C2: Experienced user Common European Framework of Reference for Foreign Language*

## 5. PERSONAL SKILLS

Word, Excel, Internet

Punctuality, communication skills, responsibility, hardworking, diligence, ability to work in a team, willingness and ability to learn quickly

## 6. HOBBY

Sport, psychology, arts, travel, cooking, music.

