

Diana GĂLESCU

Copywriter & Content Project Manager @ QUBO Communications

SUMMARY

My experience in sales combined with copywriting skills, but also with my studies in Psychology and English form a rather special fusion and an important advantage for the field of communications. My creativity is unlimited and, fortunately, at QUBO Communications I have the opportunity to use my imagination and knowledge in a wide range of topics, niches and activities. The whole process from research to final product is exciting and different every time. As a lifelong learner, I appreciate the things and people that drive me to step out of my comfort zone, overcome myself and bring great value to our team and projects.

HIGHLIGHTS

- Creativity and writing
- Research and presentation
- Strong organizational skills
- Easily adaptable
- Detail-oriented, multitasking
- Advanced PC/gadget user
- Able to work both individually and as part of a team

EXPERIENCE

2020 – present, QUBO Communications

Copywriter & Content Project Manager

- content creation: texts, articles, press releases, newsletters, brochures, product descriptions, social media posts, website content etc.
- management of social media, newsletters and other digital content projects
- creative ideas and concepts, storytelling
- editing and proofreading
- research on briefed topics

2018-2020, QUBO Communications

Translator

- translations into and from English:
texts, press releases, articles, interviews, subtitles

2015-2019, Douglas, Brasov, Romania

Beauty Advisor & Team Leader

- sales and customer service
- team coordination
- issuing invoices and reports

2010-2015, Online sales, Brasov, Romania

Online store administrator

- customer support
- supplier orders
- order and return management

EDUCATION

2008, Free International University of Moldova, Chisinau, Bachelor's degree in Psychology and English Language

Training:

2022, "Fundamentals of digital marketing", Google accredited Certificate

2016, "Excellence in services" training, Bucharest, Romania

LANGUAGES

Romanian – mother tongue

English – C1 (advanced level)

Russian – B2 (upper intermediate level)

French – B1 (intermediate level)

Italian – A2 (elementary level)