

Curriculum Vitae



Personal information

Name **TRIPSA Oana**
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E-mail oana.tripsa@gmail.com
Nationality Romanian
Date of birth 14 November 1988
Gender Female

Education

Period 01 October 2008 - present
Title Bachelor in production management
Name of organisation providing education "Politehnica" (University)
Timisoara (Romania)
Period 15 September 2004 - 15 June 2008
Title Bacalaureat
Principal subjects / occupational skills covered Nature science
Name of organisation providing education "Colegiul National Banatean" (High school/Collage)
Timisoara (Romania)

Training

Period August 2010
Name of organisation providing training Board of European Students of Technology, Local BEST Group Brasov (Romania) - Romanian Board Training 2010
Principal subjects / occupational skills covered

- Project management
- Conflict solving
- Leadership
- Delegation and motivation

Period October 2009
Name of organisation providing training Board of European Students of Technology, Local BEST Group Timișoara (Romania) - BeCOOL I 2009
Principal subjects / occupational skills covered

- Project management
- Communication skills
- Conflict solving
- Effective meetings
- Time management

Period March 2009
Name of organisation providing training Board of European Students of Technology, Local BEST Group Timisoara (Romania) - Jobshop® 16th edition
Principal subjects / occupational skills covered

- Project management
- Time management

Personal skills and competences

Mother tongue Romanian

Known foreign languages

Auto evaluation

English
French
Spanish

Understanding	Speaking	Writing
Advanced	Advanced	Advanced
Medium	Medium	Medium
Advanced	Medium	Beginner

Social skills and competences

- Ability to adapt to multicultural environments, gained while volunteering for an international student organization, Board of European Students of Technology (2008 - present).
- Seriousness and responsibility - voting member (March 2010-present) in the Local BEST Group, Timisoara.
- Ability to work in teams and to lead a working group
 - 2010-present Member of HR team (BEST Timisoara)
 - 2009-present Member of grant projects team (BEST Timisoara)
 - 2008-present Member of fund-raising team (BEST Timisoara)

Organisational skills and competences

- Team spirit, capacity to negotiate and efficiency, trades gained and proven as organiser for the following events:
 - Aug 2010 - Cultural exchange BEST Timișoara ↔ BEST Vienna
 - Jul 2010 - Summer course on building green, BEST Timisoara
 - Jul 2009 - Summer course on medieval castles, BEST Timisoara
 - Mar-Apr 2009, 2008 Jobshop®, BEST Timisoara
 - May 2010, 2009, 2008, Nov 2009, 2008 BEST Engineering Competition
 - Jul 2009 beMORE (Human resources train-shop), BEST Timisoara

Voluntary work

- Oct 2010-Mar 2011 - JobShop®, BEST Timisoara (coordinator)
- May 2010 - BEST Timisoara anniversary (coordinator)

Computer skills and competences

- Experience in using medium level on Open Office programs (Word Processor, Spreadsheet, Presentation)
- Experience in using low level 2D and 3D AutoCAD design

Hobbies

- Sports: basketball, swimming, aerobics, snowboarding
- Literature: fiction, biographies,