

## CURRICULUM VITAE

### Personal data

First name: **Ioana-Simina**

Last name: **Giurgincă**

Date and place of birth: *December 4th 1982, Reșița*

Address: *Street A.I.Cuza, No 29, Sc. IV, Apt. 9, Reșița, Zip Code 320095*

Mobile: *(+4) 0744479884*

E-mail: *siminagiurginca at yahoo dot com*

Gender: *Female*

Civil status: *Not married*

Nationality: *Romanian*

### Studies

**2005 – 2007** *Ms Student at the West University of Timisoara, Faculty of Letters, Theology and History, Specialized Translation profile*

**2001 – 2005** *West University of Timisoara, Faculty of Letters, Theology and History, Bachelor in French-English Studies*

**1997 – 2001** *“Traian Lalescu” High School (Philological profile), Reșița*

### Diplomas, certificates and awards

**2005** Authorization issued by the Romanian Ministry of Justice for Translation and Interpretation (French and English)

**2005** Bachelor in French-English Studies. Paper title (ro): *Adverbele de timp "acum" "atunci", adverbele de loc "aici,, acolo" si echivalentele lor in limba franceza*

**2005** ECDL (European Computer Driving Licence)

### Professional Experience

*09.07.2007 – 20.11.2007: Advertising Copywriter* at S.C. Extenseo S.R.L, providing marketing and creative services to advertising agencies

*01.10.2006 – 01.07.2007: Collaborator* at the West University of Timișoara where I gave a course in Introduction in Translation (French)

*08.2006 – 01.2007: Assistant Manager* at S.C. Tymes Globetrotter S.R.L.

## **Computer knowledge**

**MS Office** 2000, 2003, 2007 Suite (Word, Excel, PowerPoint, Access)

**Internet Navigation:** Explorer, Netscape, Mozilla

**Image Processing:** Gimp

## **Languages spoken**

**Romanian** (native language)

**French** (fluent: writing, speaking, reading, understanding)

**English** (fluent: writing, speaking, reading, understanding)

**Italian** (average: speaking, understanding, reading)

**Spanish** (beginner: speaking, understanding, reading)