



PERSONAL INFORMATION

Pondea Mihai Dorin

 Dezmir, Str. Parapantei, Nr. 3, C2, Jud. Cluj

 +4 0744 570 009

 mihaipondea@gmail.com

Sex F | Date of birth 12/09/1985 | Nationality Romanian

WORK EXPERIENCE

Jan 2020 - present

Collaborator

SMARTER MOBILITY SOLUTIONS Ltd.

4 Copper Place, Ap. 5, Manchester, M14 7FZ, UK www.smartermobility.eu

▪ Finding solutions for implementing sustainable development

Business or sector Management for decarbonising mobility and transport

Jan 2009 - present

Administrator

MENTOR PRO LOTUS S.R.L.

Tasnad, Str. N. Iorga, B11, Ap.9, Jud Satu Mare

▪ Graphic design and web design, public relations

Business or sector Advertising & Public Relations

oct 2007 – feb 2009

Sales Representative

PremiereM S.R.L.

Cluj Napoca, Tache Ionescu nr 16, Jud. Cluj

▪ Advertising, Client Relations

Business or sector Advertising

sept 2004 – oct 2007

Intern

Agrind S.A.

Tasnad, Infratii st. nr 160 C, Jud. Satu Mare

▪ Contribution to 3 major S.A.P.A.R.D. projects

Business or sector Agriculture

EDUCATION AND TRAINING

 2004 - 2008 **Higher Education**

Faculty of Business, , Babeş Bolyai University, Cluj Napoca, Romania
 ▪ Business Administration

 2004 **Professional Certificate**
 IT & Computer programming

 2000 - 2004 **High School Diploma**

Tasnad theoretical high school, Tasnad, Jud. Satu Mare
 ▪ Mathematics-Informatics

PERSONAL SKILLS

Mother tongue(s) Romanian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C1	C2	B2
French	B1	B1	B1	B1	B1

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user
 Common European Framework of Reference for Languages

Communication skills Excellent communication skills with experience in communication, media, management, public relations and sales

Organisational / managerial skills Experience in company management and organising events

Job-related skills Good public relations and management skills
 Coordination and implementation

Computer skills Microsoft Windows
 Microsoft Office (Word, Excel, PowerPoint, Access, Publisher, FrontPage)
 Graphic editing (Adobe Photoshop, Corel Draw)
 HTML code, Wordpress.

Other skills Photographer
 Event planner

Driving licence ▪ B

ADDITIONAL INFORMATION

Volunteering Red cross Volunteer, health campaigns, humanitarian aid

Projects Supporting national healthcare by promoting public awareness events together with the Cluj College of Physicians and the College of Dentists.

Partner in organizing 9 editions of the "Transilvania Congress of Dentistry". The congress is held annually with the participation of over 1200 dentists.