

Levi Munteanu

Email address: levimunteanu@gmail.com

Phone number: (+40) 724165165

Gender: Male **Date of birth:** 29/05/2003 **Nationality:** Romanian

WORK EXPERIENCE

[28/01/2018 – Current] **Freelance Translator**

Freelance

City: Oradea

Country: Romania

Main activities and responsibilities:

I am a freelance translator with 4 years experience in English-Romanian / Romanian-English translations, specialising in Business, Finance, Sales, Marketing, Product descriptions, catalogues and technical parameter sheets, Purchase/Sale Contracts. During this period, I have been collaborating with Romanian companies from the fields of construction, commerce, and agriculture, on various projects of various sizes.

EDUCATION AND TRAINING

[20/07/2022] **Law student (currently)**

"Babes-Bolyai" University Cluj

Country: Romania

[2021] **CAE C2 English Certified**

Cambridge University | British Council

Country: Romania

[2019] **ECDL Certified**

"Mihai Eminescu" National College Oradea

Country: Romania

[11/09/2018 – 27/05/2022] **Highschool graduate**

"Mihai Eminescu" National College Oradea

Country: Romania

LANGUAGE SKILLS

Mother tongue(s): Romanian

Other language(s):

English

LISTENING C2 **READING** C2 **WRITING** C2

SPOKEN PRODUCTION C2 **SPOKEN INTERACTION** C2

French

LISTENING B1 **READING** B1 **WRITING** B1

SPOKEN PRODUCTION B1 **SPOKEN INTERACTION** B1

DIGITAL SKILLS

My Digital Skills

Social Media | Microsoft Office (Word, Excel, PowerPoint, Access) | CAT tools | Wordpress, SEO, Analytics | Canva and GIMP | Google Suite (Docs, Sheets, Slides) Avanzado | Google tools (Gmail Drive Google forms etc)

VOLUNTEERING

Volunteer Students Detachment (ro: Detasamentul de Elevi Voluntari – DEV)

Between October 2019 and July 2022, for a period of 28 months of active service, I have been volunteering in the Volunteer Students Detachment (DEV), subordinated to the National Military Museum and the Ministry of Defence. This organisation is providing military training to students aged between 14 and 21 years old. I have graduated the program as company commander of the 1st DEV Company, in the rank of plutonier major (English/NATO equivalent: Sergeant Major).

SOFT SKILLS

In my opinion, the various experiences I've had have given me a myriad of skills that would be valuable assets for any team.

I am **competitive** and **ambitious** by nature, given the many English and Romanian Literature contests and Olympiads I have competed in. Nevertheless, I greatly value **teamwork** and **collaboration**, as I believe they are essential to success.

Moreover, because of my military training, I have honed my **leadership** skills and my **discipline**, I got used to working at the highest standard, as the military demands.

Lastly, from my last collaborations with Romanian companies, providing translation services, I have had the chance to prove that I can be **flexible**, **understanding**, I can **adapt to changes**, I have proved that I can **collaborate** and do everything in my power to ensure a satisfactory and beneficial outcome for all parties.