

PERSONAL INFORMATION

Anca, Andreea Marin



Com. Giroc,, Satu Batran Street, no. 33, ap.1, Timisoara, Timiș, Romania

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Sex Female | Date of birth 16.06.1989 | Nationality Romanian

WORK EXPERIENCE

August 2018 - present

Team Lead HR

Atena Personal Consulting

Aradului Street, bl. 34, Timisoara, Timis

- Staff recruitment
- Coordinating the onboarding process for the newly recruited staff
- Provide support in work legislation, employee policies, collective agreement, internal regulation
- Centralizing and updating timesheets;
- Retrieving documents employees;
- Completing and updating the database of people who apply to employment in accordance with internal procedures
- Coordination of all administrative activities of the branch in order to achieve and exceed the planned objectives.supporting the team in achieving them;
- Work closely with hiring managers to identify future talent needs, maintain contact with candidates and motivating and developing team members;
- Budgeting all activities carried out within the subsidiary
- Maintaining and ensuring all the resources necessary to carry out activities with maximum efficiency;

Decembrie 2015 – august 2018

HR/ Recruiter/Career guidance advisor

Atena Personal Consulting

Aradului Street, bl. 34, Timisoara, Timis

Recruitment

- Coordinating the onboarding process for the newly recruited staff
- Centralizing and updating timesheets;
- Taking employees' documents;
- Introducing / updating employee data
- Completing and updating the database with people who apply for employment in accordance with internal procedures

August 2013 – Noiembrie 2015

Kindergarten teacher

SoFi Day Care, Telegrafului Street, nr 72, Timisoara

EDUCATION AND TRAINING

- 2013- present **Doctorand**
Banat's University of Agricultural Sciences and Veterinary Medicine
"King Mihai I of Romania" from Timisoara
- 2016-2016 **Human Resources Inspector**
ITM Timisoara, Timis
- 2015-2016 **Licensed in Biology**
West University of Timisoara
Faculty of Chemistry, Biology and Geography
- 2011-2013 **Biology Masters**
West University of Timisoara
Faculty of Chemistry, Biology and Geography
Department of Biology
- 2008-2011 **Licensed in Environmental Science**

West University of Timisoara
Faculty of Chemistry, Biology and Geography
- 2011-2011 **Project Manager**

Romanian Institute of Training Association, Bucuresti,
- 2004-2008 **Schoolteacher, kindergarden teacher**

Stefan Odobleja High School Drobeta Turnu Severin, Mehedinti,

PERSONAL SKILLS

Mother tongue(s) Romanian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
Replace with name of language certificate. Enter level if known.					
French	A1	A1	A1	A1	A1
Replace with name of language certificate. Enter level if known.					

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

Communication skills ▪ Team spirit,

Organisational / managerial skills ▪ Sense of organization, team leader

Computer skills Microsoft Office,

Other skills ▪ Music, dance, sport

Driving licence ▪ B category

- Publicații**
1. Horablaga Adina, Lixandru B, Milca Petrovici, Sinitean A, **Marin Anca-Andreea**, Morariu Florica, Horablaga M, Morariu S. Use of benthic macroinvertebrates in the diagnosis of Bega river water quality and self-purification process, “Gheorghe Asachi” Technical University of Iasi, 2020, Vol.19, No. 3, 505-510
 2. Morariu Florica, Lixandru B, Petrovici Milca, Sinitean A, Vlad Florina-Mariana, Ferencz, Maria-Alexandra, Cherciu Maria Raluca, Marin Anca-Andreea, Horablaga Adina. Research Regarding the Use of Benctonic Macro Invertebrates on Bega River Water Quality Determination in the Timisoara Area, Animal Science and Biotechnologies, 2019, 52 (2)
 3. **Marin Anca - Andreea**, Lixandru B, Cioban G, Morariu S, Vlad Florina-Mariana, Ferencz Maria-Alexandra, Petrovici Milca, Sinitean A, Morariu Florica. Research regarding on pollution monitoring with the help of benctonic macroinvertebrates at Bega river near Timisoara GLOREP 2108 Conference, Timisoara 15-17 November, 2018, Conference Proceeding
 4. Morariu Florica, Lixandru B, Ciobanu Gh, Morariu S, Vlad Florina-Mariana, Ferencz Maria Alexandra, Petrovici Milca Sinitean A, **Marin Anca-Andreea**. Research regarding the effect of the urban community on the distribution of benctonic macroconvertebrates in the Bega river near the town of Timisoara, GLOREP 2108 Conference, Timisoara 15-17 November, 2018, Conference Proceeding
 5. **Marin Anca Andreea**, Lixandru B, Petrovici Milca, Sinitean A, Morariu Florica, Popescu D. The structure and dynamics of macrozoobenthic communities of the Bega River Water. Bulletin USAMV series Agriculture 2016; 73(1), ISSN 1843-5246, pp: 53-58
 6. **Marin Anca Andreea**, Lixandru B, Petrovici Milca, Sinitean A, Popescu D, Ciulan V, Cioban G, Morariu Florica. Research regarding the changes that occur in the structure of benthic macroinvertebrates communities as a result of anthropogenic activities. Scientific Papers: Animal Science and Biotechnologies 2016; 49(1), ISSN 1841-9364, pp: 163-167
 7. **Marin Anca Andreea**, Lixandru B, Sinitean A, Petrovici Milca, Morariu Florica, Popescu D, Lati V.. The composition of benthic vernal diatoms communities on the lower course of Bega River. Bulletin USAMV series Agriculture 2015, 72(2), ISSN 1843-5246, pp: 423-427
 8. **Marin Anca Andreea**, Lixandru B, Petrovici Milca, Sinitean A, Morariu Florica, Popescu D. Ecological diagnosis of Bega River water quality depending on the topography of Timișoara City. Scientific Papers: Animal Science and Biotechnologies 2015, 48(1), ISSN 1841-9364, pp: 245-249
 9. **Marin Anca Andreea**, Lixandru B, Morariu Florica, Morariu S, Petrovici Milca, Sinitean A, Popescu D.. Research regarding the changes to the biodiversity of the Bega River water fauna. Lucr ST.USAMV Iași, seria Medicină Veterinară 2015; 58(3), ISSN: 1454 - 7406, pp: 547-553
 10. **Marin Anca Andreea**, Lixandru B, Petrovici Milca, Sinitean A, Popescu D, Ciulan V, Cioban G, Morariu Florica. Research regarding the changes that occur in the structure of benthic macroinvertebrates communities as a result of anthropogenic activities. Scientific Papers: Animal Science and Biotechnologies 2016; 49(1), ISSN 1841-9364, pp: 163-167