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Valentin Avram

Home :

Email: Phone:

Date of birth: Nationality:

PROFILE

Personal Profile

Working in the central body of the state administration that manages national tourism brought many challenges and satisfactions. Coordinating the activity of the Secretary of State, transmitting resolutions, collaborating with the staff of the ministry and communicating with heads of general departments were part of daily activities in the Ministry of Entrepreneurship and Tourism.

In the private sector, I have experience running a Web Design and Website Management company and managing a Travel and Tours agency. I handled all administrative aspects of the business and I was involved in the sales process and delivery of the final products and services to our clients. I can plan, create and code web pages, using both technical and non-technical skills to produce websites that fit the customers' requirements.

With extensive experience in the tourism sector, I create online marketing strategies and campaigns for a well established local tour operator and I have a strong involvement and responsibility in the process of designing, launching new products and developing the business.

I work very well in a changing environment as I adapt quickly and work efficiently on my own and as part of a team.

I have a Master of Arts in Tourism Management from the University of Westminster in London, UK and I am focused on new software, startups and innovative ideas.

EDUCATION AND TRAINING

[2003 – 2005]

MASTER OF ARTS IN TOURISM MANAGEMENT (Postgraduate Diploma)

UNIVERSITY OF WESTMINSTER https://www.westminster.ac.uk/

City: London
Country: United Kingdom
Field(s) of study: Strategic Management, Tourism Policy, Travel Marketing, Business Travel

[1999 – 2004]

BACHELOR OF ARTS IN TOURISM AND SERVICES (University Diploma)

BUCHAREST UNIVERSITY OF ECONOMIC STUDIES (ASE)

City: Bucharest
Country: Romania
Field(s) of study: Tourism Economy, Tourism Marketing, Business Administration

TOURISM LICENSE (BREVET TURISM) - Tourism Manager

Ministry of Transport, Constructions and Tourism

Online Marketing Fundamentals

LinkedIn Learning Platform

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WEB DESIGNER - HTML / CSS

Absolut School

City: Bucharest
Country: Romania
Field(s) of study: Designing web pages using HTML mark-uplanguage and CSS styling sheets

WORK EXPERIENCE

[01/08/2022 – 01/06/2023]

Cabinet Director for Secretary of State (Tourism)

Ministry of Entrepreneurship and Tourism

City: Bucharest
Country: Romania
As Cabinet Director for the Secretary of State for Tourism, I was responsible for coordinating activities, transmitting resolutions, and monitoring their implementation. I collaborated with ministry staff, provided specialized assistance, and communicated with department heads. Additionally, I accompanied the dignitary in government and official meetings, fulfilling required tasks. This role required effective communication, coordination, and collaboration within the ministry and with external stakeholders.

[09/2018 – Current]

General Manager

Web Design Agency: Hello Web (www.helloweb.ro)

City: Bucharest
Country: Romania
As company founder and manager I handle product and service development, sales and marketing, following and adapting the business plan, reporting and evaluating. I design the concept and development of websites from client brief to online launch.

I also coordinate web design and online marketing projects for small and medium sized clients.

[2014 – 2018]

Operations Director

Experiences & Activities Gift Store: Happybox

City: Bucharest
Country: Romania
Managing relationships and facilitating communication between employees, customers, sales, web developers, suppliers to make the company work fluently. Supervising the sales team and external marketing consultants. Developing products, starting from design and launch to online marketing and distribution and managing B2B operations.

[2006 – 2015]

General Manger

Travel and Tours agency: Travel Studio

City: Bucharest
Country: Romania
Creating, promoting and selling new travel products and tour packages while offering specialist, professional and competitive solutions to meet the demands of a niche travel market. Overseeing the recruitment, selection, training and retention of staff as well as payroll matters.

[2004 – 2006]

Travel Consultant

Travel Agency: Paralela 45

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Researching various destinations and creating new travel packages. Maintaining relationships with the Sales Manager and Product Manager to report and adjust according to the company policy. Handling travel sales, assisting clients in making travel arrangement for both business and holiday purposes.

F&B Assistant

The Chesterfield Mayfair Hotel

City: London

Country: United Kingdom

Ensuring that customers get quality Food and Beverages and an excellent service in a luxury London boutique hotel. Welcoming visitors, maintaining a clean environment and deputizing the F&B manager.

LANGUAGE SKILLS

Mother tongue(s): Romanian

Other language(s):

English

LISTENING C1 **READING** C1 **WRITING** C1

SPOKEN PRODUCTION C1 **SPOKEN INTERACTION** C1

French

LISTENING B1 **READING** B2 **WRITING** B1

SPOKEN PRODUCTION B1 **SPOKEN INTERACTION** B1

Italian

LISTENING A2 **READING** B1 **WRITING** A2

SPOKEN PRODUCTION A2 **SPOKEN INTERACTION** A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Office | Social Media | Zoom | Outlook | Skype | Photoshop | Affinity Photo | 3D Virtual Tour | WooCommerce | WhatsApp | Tourism Management | Web: HTML, CSS | WordPress, PrestaShop | Communication software and social media | G-Suite (G-mail G-drive G-meet)

SPORTS ACHIEVEMENTS

- [2011 – Current] **UEFA - FIFA International Football Assistant Referee**

UEFA - FIFA International Football Assistant Referee (AR) 2012 - Present

FRF Romanian Fotball 1'st League AR 2009 - Present

AMFB - FRF Football Referee/Assistant Referee since 1998

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