

PERSONAL INFORMATION

Francisca - Elena Zamfir

 Romania



EDUCATION AND TRAINING

October 2020 – Present

Doctoral Studies (PhD) in Business Administration

The Bucharest University in Economic Studies, Bucharest (Romania)

- Conduct original research in business administration, contributing new knowledge to the field.
- Develop advanced expertise in areas such as innovation, entrepreneurship, sustainability, digital economy, and strategic management.
- Engage in interdisciplinary studies that align with current global trends and scientific developments.
- Participate in international academic collaborations and research projects.
- Complete a doctoral thesis under the guidance of experienced academic supervisors.
- Contribute to academic publications and present research findings at conferences.

October 2020 – July 2023

Bachelor's Degree in Foreign Languages – French and Japanese

Dimitrie Cantemir Christian University, Bucharest (Romania)

- Develop advanced proficiency in French and Japanese (speaking, writing, reading, listening)
- Study French and Japanese literature, culture, and civilization
- Learn translation and interpretation techniques
- Acquire language teaching methods and pedagogical skills
- Conduct research and critical analysis on language and cultural topics

Oct 2017 – Jul 2019

Master's degree in Entrepreneurship and Business Administration

The Bucharest University in Economic Studies, Bucharest (Romania)

- Reinforce the theoretical guidelines required for a new generation of entrepreneurs to successfully manage startup projects from its initial stages to a desired revenue-generating situation;
- Provide participants with a solid understanding of the new business models and type of competitors arising from the new digital scenario;
- Gain insights on the new type of professionals and managerial skills required in business.

Oct 2014 – Jul 2017

Bachelor's Degree in Business Administration

The Bucharest University of Economic Studies, Bucharest (Romania)

- Knowledge, understanding and application of specific concepts and ideas related to the field of Business Administration, against the background of global competition;
- Ability to understand and assess multicultural economic environments, and to negotiate and assist business decision-making factors in such environments;
- Ability to understand, consolidate, elaborate, execute and control business budgets;
- Ability to understand, initiate and develop entrepreneurial activities independently or in cooperation with other specialists;
- Oral and written professional communication in a second foreign language.

PERSONAL SKILLS

Computer skills

Proficient with Microsoft Office programmes, Outlook, Internet Explorer and Project.

Also competent with sector specific software packages such as SAP, Success Factors, PeopleSoft, Revisal, SharePoint, WebEx, Cisco, ServiceNow, Charisma, Wordpress, OneNote.

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
French	C1	C1	C1	C1	C1
Diplôme d'études en langue française (DELF) B2					
English	C1	C1	C1	C1	C1
Japanese	N4	N4	N4	N4	N4
JLPT N5					

Job-related skills

- Data Management
- Data Analysis
- Compensation Review
- Benefits Administration
- HR Outsourcing
- International HR
- HR Consulting
- HR Policies
- Reporting
- Payroll Management
- Organization Skills

Tools & Systems

- Success Factors
- SAP HCM
- Dayforce
- Charisma
- Oracle
- Workday
- Beamery
- Cisco
- Neocase
- Microsoft Office
- Visio
- Service Now
- Lean Six Sigma – Green Belt

Driving licence

A2, B

Date
15.04.2025

Signature