



## Europass Curriculum Vitae



### Personal information

First name(s) / Surname(s) **Elena Laura Bortos**

Address VIA BORGHI 75 /3, 35012 RUSTEGA DI CAMPOSAMPIERO (Italy)

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Nationality Romanian

Date of birth 8 Dec 81

Gender Female

### Desired employment / Occupational field

any

### Work experience

Dates 1 Feb 06 - Aug 08

Occupation or position held dental chair assistant

Main activities and responsibilities -Answering telephones, schedule appointments, greet patients at the front desk and take patient histories.  
-Cleaning and sterilize instruments, assisting the dentist with procedures

Name and address of employer Sc. Darident S.R.L  
Rm. Valcea , Romania, Valcea (Romania)

### Education and training

Dates 1 Oct 00 - 22 Oct 03

Title of qualification awarded Dental assistant

Principal subjects / occupational skills covered Proflaxis, Dental chair assistant, Hygienist

Name and type of organisation providing education and training University of Medicine and Pharmacy "Iuliu Hatieganu" Cluj Napoca (College)  
Cluj Napoca

### Personal skills and competences

Mother tongue(s) **Romanian**

Other language(s)

Self-assessment  
European level (\*)

**English**

**Spanish**

**Italian**

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
B1	Independent user	B1	Independent user	B1	Independent user	B1	Independent user	B1	Independent user

(\*) [Common European Framework of Reference \(CEF\) level](#)

Social skills and competences	Very motivated person, i can adapt very easily to any situacion , laboral circumstances.
Organisational skills and competences	Ambitious, hard working motivated person.
Computer skills and competences	Microsoft Office, PSP
Driving licence(s)	B