



## Curriculum vitae Europass

### Personal Information

Name / Surname **MOTRUNĂ DIANA-ELENA**  
Address Eftimie Murgu Square, no. 2, Timișoara, RO-300041  
E-mail [anatomie@umft.ro](mailto:anatomie@umft.ro), [diana.motrana@umft.ro](mailto:diana.motrana@umft.ro)  
Nationality Romanian

Date of Birth 10 May 1987

Gender Female

### Work Experience

Period **January 2010 – Present**  
Position Secretary, Department 1 – Anatomy and Embryology  
Main Activities and Responsibilities Secretarial and administrative tasks (Admissions, Bachelor's Degree, Doctoral Studies, Conferences, Olympiads, etc.)  
Employer Department 1, Discipline of Anatomy and Embryology, "Victor Babeș" University of Medicine and Pharmacy Timișoara, 2 Eftimie Murgu Square, 300041, Timișoara, Romania

### Education and Training

Period September 2022 – Present  
Qualification **PhD student**  
Field Sociology  
Institution Doctoral School of Philosophy, Sociology and Political Sciences, West University of Timișoara

Period 2009-2011  
Qualification **Master's Degree**  
Program Mass Media and Communication in the European Public Sphere  
Institution "TIBISCUS" University of Timișoara, Faculty of Journalism, Communication and Modern Languages

Period 2006-2009  
Qualification **Bachelor's Degree**  
Program Communication and Public Relations  
Institution "TIBISCUS" University of Timișoara, Faculty of Journalism, Communication and Modern Languages

Period 2002-2006  
Qualification **Baccalaureate Diploma**  
Specialization: Technological Track, Technical Profile, Mechanics Specialization  
Institution OLTCHIM" High School, Râmnicu Vâlcea

## Personal Skills and Competences

Mother Tongue Romanian

### Foreign Languages

Language	Listening	Reading	Spoken Interaction	Spoken Production	Writing
English	B1	A2	A2	A2	A2
French	A1	A1	A1	A1	A1
Italian	B2	B2	B2	B2	A2

(\*) [Nivelul Cadrului European Comun de Referință Pentru Limbi Străine](#)

Social Skills Ability to adapt to new working environments  
Strong communication skills  
Teamwork abilities with individuals from diverse backgrounds

Organizational Skills Initiative and strong organizational skills.

Computer Skills Advanced computer skills (Microsoft Office: Word, Excel, PowerPoint; Adobe Acrobat).

Additional skills and competencies **Certificate of Professional Competence** – Technical field, “OLTCHIM” Vocational School, Rm. Vâlcea  
**Certificate of Participation** – “Secretarial Techniques in the Current Communication Context. Operational Models,” Sinaia.  
**Certificate of Participation** – “Ethics and Institutional Protocol. Improving the Efficiency of Secretariat Departments,” Sinaia.  
**Certificate of Completion, Postgraduate Course**, “Communication in Medical Practice,” University of Medicine and Pharmacy, Timișoara, 8–9 December 2022.  
**Participation Diploma**, “Communication Workshops – Conference – Assertive and Empathic Communication in the Doctor–Patient Relationship,” University of Veterinary Medicine, Timișoara, December 2022.  
**Certificate of Participation** – 13th Edition of the International Conference, Timișoara, 30–31 March 2023.  
**Certificate of Participation**, 44th Pan-EU Conference on Digital Education, 23 October 2023, Ljubljana, Slovenia.

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