

INFORMAZIONI PERSONALI

Dirvonskyte Laura

ESPERIENZA
PROFESSIONALE

04/04/2016–alla data attuale

Credential evaluator

CIMEA (NARIC – Italia) Information Centre on Academic Mobility and Equivalence, Rome (Italia)

- responsible for east European, ex Soviet Union Countries, India, Pakistan, Bangladesh, Moldova, Germania ect.
- responsible for conventions with universities for the verification and evaluation of foreign academic qualifications,
- managing collaboration with the universities participating in the National Coordination on the Qualification of Refugees (CNVQR)

09/2011–04/2016

Educator

Cooperativa „Accoglienza“, Casa Betania, Rome (Italia)

- taking care of heavily disabled children,
- organizing various bureaucratic affairs

06/2010–09/2011

Volunteer

Cooperativa „Accoglienza“, Casa Betania, Rome (Italia)

- taking care of children (disabled and healthy),
- learning italian,
- discovering Rome

08/2004–01/2010

Operational lease manager

JSC „Vilniaus Vista“ (now JSC „Inchcape Motors“), Vilnius (Lituania)

- preparing leasing offers
- acquainting clients with operational lease
- preparing leasing contracts
- organizing insurance
- handling various problematic cases (including insurance accidents)
- organizing financial lease offers and contracts
- invoicing

05/2003–08/2004

Manager assistant

JSC „Hansa Lizingas“ (now SC „Swedbank“), Vilnius (Lituania)

- preparing leasing contracts
- organizing meetings with clients
- resolving problems clients were having with leasing issues

07/10/2004–10/10/2004

Press Centre Assistance

JSC „Visus Plenus“, Vilnius (Lituania)

- assisting in the press center during the vehicle exhibition ALT' 2004
- organizing presse center's schedule, events, announcements

09/10/2003–12/10/2003

Press Centre Assistance

JSC „Visus Plenus“, Vilnius (Lituania)

- assisting in the press center during the vehicle exhibition ALT' 2004
- organizing presse center's schedule, events, announcements

05/2001–10/2001

Waitress, restaurant assistance

"Coffee House" and "Whale's tale", Breckenridge (Stati Uniti d'America)

- managing restaurant hall
- servire i clienti

ISTRUZIONE E FORMAZIONE

01/2010–06/2010

Livello 5 QEQ

Hadsen Hojskole, Hadsen (Danimarca)

2008–2009

Soros International House, Vilnius (Lituania)

Advanced English course

2007–2008

Vilnius University, Vilnius (Lituania)

Business English course

09/1998–06/2002

Livello 6 QEQ

Vinius University, Vilnius (Lituania)

Bachelor - Business Administration and Management - Insurance specialization

COMPETENZE PERSONALI

Lingua madre

lituano

Altre lingue

	COMPRESIONE		PARLATO		PRODUZIONE SCRITTA
	Ascolto	Lettura	Interazione	Produzione orale	
inglese	C1	C1	C1	C1	C1
italiano	C1	C1	C1	C1	C1
russo	C1	C1	C1	C1	C1

Livelli: A1 e A2: Utente base - B1 e B2: Utente autonomo - C1 e C2: Utente avanzato
Quadro Comune Europeo di Riferimento delle Lingue

Competenze digitali

AUTOVALUTAZIONE

Elaborazione delle informazioni	Comunicazione	Creazione di Contenuti	Sicurezza	Risoluzione di problemi
Utente avanzato	Utente avanzato	Utente autonomo	Utente autonomo	

Competenze digitali - Scheda per l'autovalutazione