



## Ionela - Florentina Toma (Enache)

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**Address:** Bd. Mărăști, Nr. 59, Sector 1, 011464, BUCUREȘTI, Romania (Home)

### ● EDUCATION AND TRAINING

01/10/2022 – CURRENT BUCHAREST, Romania

**PHD IN ANIMAL SCIENCE** University of Agronomic Sciences and Veterinary Medicine of Bucharest

This PhD program aims to complement the knowledge acquired during undergraduate and master's studies. Completing a bachelor's degree in food technology and a master's degree in food biosecurity, this PhD field complements previous studies through research in animal science.

**Address** Bd. Mărăști , nr. 59 sector 1, 011464, BUCHAREST, Romania

01/10/2022 – 23/04/2023 BUCHAREST, Romania

**PRE-UNIVERSITY AND UNIVERSITY TEACHER** University of Agronomic Sciences and Veterinary Medicine of Bucharest

The Level II Psychopedagogical Module represents an update of knowledge, complementing the first level and serving as a backup plan for the future. Through this program, I develop psychologically, acquiring theoretical knowledge and complementing it with practical teaching experience in high school.

**Address** Bd. Mărăști , nr. 59, sector 1, 011464, BUCHAREST, Romania

30/09/2020 – 22/06/2022 BUCHAREST, Romania

**MASTER'S DEGREE - FOOD PRODUCTS BIOSECURITY** University of Agronomic Sciences and Veterinary Medicine of Bucharest

This master's program aims to complete the knowledge acquired during the undergraduate degree. While undergraduate studies focused on food production technologies, the master's program complements this knowledge with food biosecurity regulations.

**Address** Bd. Mărăști , nr. 59, sector 1, 011464, BUCHAREST, Romania | **Field of study** Food Products Biosecurity |

**Final grade** 10 | **Thesis** 10

30/09/2016 – 22/07/2020 BUCHAREST, Romania

**ENGINEER IN FOOD INDUSTRY** University of Agronomic Sciences and Veterinary Medicine of Bucharest

#### **General Competencies:**

- Coordination of production activities and quality control in food industry units.
- Development of technological engineering projects.
- Conducting research studies for the development of modern food production and control technologies.
- Providing specialized consultancy on food processing technologies, quality assurance through ISO, HACCP systems, and best practice guidelines in agricultural production, processing, or laboratory work.
- Organizing and planning managerial processes in integrated food industry companies at various hierarchical levels.

#### **Extracurricular Activities:**

- Held the positions of Group Leader, Internship Leader, and Faculty Council Member during four years of university studies.

Participated in various activities and exhibitions representing the faculty and university.

**Address** Bd. Mărăști , nr. 59 , sector 1, 011464, BUCHAREST, Romania |

**Field of study** Technology of Agricultural Product Processing | **Final grade** 9,61 | **Thesis** 10

01/10/2016 – 19/06/2019 BUCHAREST, Romania

**PRE-UNIVERSITY TEACHER (COMPULSORY EDUCATION)** University of Agronomic Sciences and Veterinary Medicine of Bucharest

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The psychopedagogical module serves both as an academic supplement and a backup plan for the future. This program enriched university studies by adding a psychological component to the knowledge gained in college. Here, I learned the psychology of different human typologies, improved self-awareness, gained insights into those around me, and understood what is needed to shape someone's development.

**Address** Bd. Mărăști , nr. 59, sector 1, 011464, BUCHAREST, Romania | **Field of study** Psihopedagogie | **Final grade** 9,75 |

**Type of credits** ECTS | **Number of credits** 30/30

14/09/2012 – 09/06/2016 Branesti, Romania

**FORESTRY TECHNICIAN** Silvic College "Th. Pietraru", Brănești, Ilfov County

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**General Competencies:**

- Mathematical, linguistic, literary, biological, historical, geographical sciences.

**Professional Competencies:**

- Forestry sciences (description and recognition of timber and non-timber forestry products, as well as game species).
- Practical forestry training (both in forest nurseries and in the forestry district and in the field).

● **WORK EXPERIENCE**

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24/02/2025 – CURRENT BUCHAREST, Romania

**UNIVERSITY ASSISTANT** UNIVERSITY OF AGRONOMIC SCIENCES AND VETERINARY MEDICINE OF BUCHAREST

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Teaching activities for practical courses in:

- Machinery in the Food Industry (Semesters I & II)
- Equipment Used in Gastronomy
- Internship
- Other activities:
- Preparation and delivery of topics for practical courses.
- Student assessment in the subjects covered by the teaching norms.
- Participation in research activities.
- Development of manuals and other teaching materials.
- Participation in conferences, symposiums, and congresses.

23/05/2022 – 24/06/2022 București , Romania

**QUALITY ENGINEER** TIP TOP FOOD INDUSTRY SRL

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A complex job based on the usual responsibilities of the quality department: sensory examination of products made in the reference unit (at different freshness stages), monitoring packaging and labeling, checking temperatures before delivery and during technological processes, controlling and correcting labels, making reports to suppliers (in case of irregularities in raw materials), formulating responses to customer complaints, preparing samples for self-monitoring, and checking equipment and employee hygiene.

Although I did not spend much time in this factory, I participated in two external audits and had to be actively involved in their support.

During my time in this factory, I introduced changes to internal regulations and employee conduct.

12/07/2021 – 14/12/2021 PANTELIMON, Romania

**FOOD ENGINEER** SC SUSHI EXPERT SRL

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A job that combines the roles of production engineer, quality engineer, and production manager, requiring a broad range of responsibilities.

Daily tasks included planning and coordinating production, monitoring technological flows, ensuring quality control (from sensory examination to temperature control and preparing analyses for self-monitoring), and preparing production reports as well as planning subsequent production.

Here, I learned how to prepare production reports, ensure full traceability for manufactured and marketed products, conduct product withdrawal simulations, and complete HACCP files and procedures.

I was responsible for an audit for location authorization and a DSV control audit.

I learned how to handle customer complaints and report qualitative deficiencies to suppliers.

A complex and highly responsible job.

**FOOD ENGINEER** AVICARVIL S.R.L.

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Organizing and monitoring the technological flow and related activities, as well as managing personnel. During this professional stage, I was responsible for each sector of the cutting-packaging section (alternatively, depending on the situations that arose in the slaughterhouse). I processed orders, organized staff, ensured tasks were completed on time, and verified that the goods intended for sale met quality standards. I learned how to operate packaging and labeling machines, monitor workflow, and oversee subordinate activities

**CASIER/CASIERĂ** BEACH FOOD SRL

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- Operating the cash register
- Generating prices
- Modifying prices

**ELECTRONIC COMPUTER AND NETWORK OPERATOR** SISTECH NETWORK SRL

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- Computer operation
- Network operation

**SALES ASSISTANT** PROGRESIV SRL

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- Entering inventory receipts (NIR)
- Issuing invoices
- Arranging, managing, and handling merchandise
- Preparing and shipping orders
- Communicating with suppliers and collaborators
- Conducting stock inventory

**SHELF STOCKER** SC HOME BUSSINESS TRADE SRL

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- Handling merchandise
- Receiving goods
- Ensuring stock availability
- Operating the cash register
- Thermal preparation of specific pastry products

● **LANGUAGE SKILLS**

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Mother tongue(s): **ROMANIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
<b>ENGLISH</b>	B1	B1	B1	A2	A2
<b>FRENCH</b>	B1	B1	B1	B1	A2

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

● **DIGITAL SKILLS**

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Google Drive | Social Media | Zoom | Google Meet | Microsoft Team | team viewer | Skype | Microsoft office package

● **ORGANISATIONAL SKILLS**

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**Organizational Skills**

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- Leadership roles in school and university (Student Council, Group Leader, Internship Leader, University Representative).

## ● **COMMUNICATION AND INTERPERSONAL SKILLS**

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### **Communication & Interpersonal Skills**

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- Effective communication, argumentation, and public speaking.

## ● **SKILLS ACQUIRED IN THE WORKPLACE**

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### **Skills Acquired in the Workplace**

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Planning and coordinating production, monitoring technological processes, quality control with all its requirements (from organoleptic examination to thermal control and preparation of analyses for self-monitoring), and preparing production reports, as well as planning future production.

Coordinating production and quality control activities in food industry units, as well as supporting internal and external audits.

## ● **DRIVING LICENCE**

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**Driving Licence:** B