

Holder of the document

CNE reference no.

**17430078917683**

1 SURNAME(S) \*

[REDACTED]

2 FIRST NAME(S) \*

[REDACTED] ANDREI

3 ADDRESS

[REDACTED]  
[REDACTED]  
[REDACTED]

4 DATE OF BIRTH

1 [REDACTED] 0 [REDACTED] 20 [REDACTED]  
dd mm yyyy

5 NATIONALITY

Romanian

Issuing organisation

6 NAME OF THE ORGANISATION \*

Colegiul Tehnic „Gheorghe Asachi” Onești

7 DOCUMENT NUMBER \*

2667/13

8 ISSUING DATE \*

12 06 2025  
dd mm yyyy

Sending partner

9 NAME AND ADDRESS \*

Colegiul Tehnic „Gheorghe Asachi”  
Bulevardul Republicii 45, Onești  
601137 Jud. Bacău, Romania

10 STAMP AND/OR SIGNATURE

Director \*

prof. Ursachi Mihai

12 TELEPHONE

+040725449565

+040234314477

13 TITLE/POSITION

VET Teacher and project coordinator

14 E-MAIL

ionelasandu@gasachi.ro

Host partner

15 NAME AND ADDRESS \*

Hotel Soho Boutique Canalejas  
Calle Grillo, 18, Salamanca, 37001, Spain

16 STAMP AND/OR SIGNATURE

SOHO BOUTIQUE LIS SALAMANCA, S.L.

B20208350

Alameda de Colón, 9, 37001

ZOOM MAL

17 SURNAME(S) AND FIRST NAME(S) OF REFERENCE PERSON/MENTOR \*

Silvia León

18 TELEPHONE

+ [REDACTED]

19 TITLE/POSITION

Supervisor

20 E-MAIL

[REDACTED]@sohohoteles.com

Description of the mobility experience

21 OBJECTIVE OF THE MOBILITY EXPERIENCE \*

To acquire a first work experience in an international environment:

- improving and developing the professional skills of young people in initial training, at the level of European standards in practical training course on the use of business administration and hospitality industry (Tourism/Food Beverage)
- improving skills and competencies specific to 11th grade, vocational studies in Tourism industry, that are necessary to adapt to future integration into the requirements, and of the of space, of the international labour market;
- developing skills that promote cross-occupational mobility in the qualification of Tourism Technician.

22 EDUCATION OR TRAINING INITIATIVE IN THE COURSE OF WHICH THE MOBILITY EXPERIENCE WAS COMPLETED

Erasmus+ KA1 Mobility Project for VET Learners E+ VET Accreditation no.: 2022-1-RO01-KA120-VET-000106938

## 23 COMMUNITY OR MOBILITY PROGRAMME INVOLVED

Project 2024-1-RO01-KA121-VET-000209258

European skills in business administration and hospitality industry (food &amp; beverage, tourism)

DURATION OF THE EUROPASS MOBILITY EXPERIENCE

CNE reference no.

**17430078917683**

 24 FROM \* 

|    |    |      |
|----|----|------|
| 19 | 05 | 2025 |
| dd | mm | yyyy |

 25 TO \* 

|    |    |      |
|----|----|------|
| 06 | 06 | 2025 |
| dd | mm | yyyy |

## Skills acquired during the mobility experience

## 26A ACTIVITIES/TASKS CARRIED OUT \*

- Preparation for gaining employment: • To respect H&S; • To respect the training program;
- Practical activities specific to tourist accommodation and catering establishments
  - Carry out the inventory by category; ensure an optimal environment through lighting, ambient music, personalized decorations depending on the event; create the mise-en-place; assist the waiter in the process of serving the client
  - Clearing tables of inventory items when the customer leaves or when necessary; check the equipment used in the cleaning process inside the serving room; clean the serving room using substances according to the surface of furniture or floor
  - Identifying the room status according to the file received from the Front-Office Department (free rooms, vacant rooms, occupied rooms) to start the cleaning process; verification, and completion of the inventory items in the maid's cart: towels, linen, hygiene products, detergents, and cleaning utensils;
  - Follow the phases of cleaning in the accommodation spaces: from top to bottom; use the adequate substances for cleaning depending on the surface; wiping/vacuuming the dust from the walls/furniture; checking the walls, stains and their removal or, when not possible, sending the information to the Reception/Front-Office
  - Identifying different reservations management software programs; distinguishing clearly between advantages and disadvantages (regarding operating times, working speeds, quality of the resulting information, accessibility of the software used at the reception).

## 27A JOB-RELATED SKILLS

- Ethics and professional communication and customers segmentation in tourism
- Organizing the activity in the establishments of tourists' reception with functions of tourist accommodation and public catering:
- Creating the environment in the accommodation room and the Realization of different types of mise-en-place in the serving area

## 28A LANGUAGE SKILLS

- Acquiring an adequate professional language; • Communication in an international language;
- Improvement of the Spanish level by the end of the placement;
- Good level of communication in Spanish: - conversation/ oral expression, intermediate user (level A2).

## 29A COMPUTER SKILLS

- Use of specific reservations management with the help of IT programs, Windows tools, and the Internet for searching information regarding tourist packages

## 30A ORGANISATIONAL / MANAGERIAL SKILLS

- Good task management throughout the placement: identification of priorities, efficient management with the other members of the team

## 31A COMMUNICATION SKILLS

- Excellent communication skills during the daily contacts with the teammates and the leader;
- Good knowledge of the internal practice as regards the meeting of the leader's requirements;
- Welladapted to the teamwork.

## 32A OTHER SKILLS

- During the extracurricular activities, orientation skills for a new social, cultural, and geographical environment;
- Certificate of attendance achieved at the end of the placement

## 33A DATE \*

|    |    |      |
|----|----|------|
| 06 | 06 | 2025 |
| dd | mm | yyyy |

## 34A SIGNATURE OF THE REFERENCE PERSON/MENTOR \*

|             |
|-------------|
| Silvia León |
|-------------|

## 35A SIGNATURE OF THE HOLDER

|                                                                                                     |
|-----------------------------------------------------------------------------------------------------|
|  ROBERT-ANDREI |
|-----------------------------------------------------------------------------------------------------|



CNE reference no.

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## Holder of the document

1 SURNAME(S) \*

[REDACTED]

2 FIRST NAME(S) \*

[REDACTED] JANIS

3 ADDRESS

[REDACTED]

4 DATE OF BIRTH

[REDACTED] [REDACTED] 20 [REDACTED]

dd mm yyyy

5 NATIONALITY

Romanian

Romania

Issuing organisation

6 NAME OF THE ORGANISATION \*

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7 DOCUMENT NUMBER \*

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8 ISSUING DATE \*

12 06 2025

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## Sending partner

9 NAME AND ADDRESS \*

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Bulevardul Republicii 45, Onești

601137 Jud. Bacău, Romania

10 STAMP AND/OR SIGNATURE

Director,  
Ursachi Mihai

12 TELEPHONE

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11 SURNAME(S) AND FIRST NAME(S) OF REFERENCE PERSON/MENTOR

Sandu Ionela

13 TITLE/POSITION

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14 E-MAIL

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## Host partner

15 NAME AND ADDRESS \*

Tellus Spain S.L.

Calle San Vicente Ferrer 7, Bajo 4, 37008,

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16 STAMP AND/OR SIGNATURE

Tellus Spain Manager

Gonzalo Hierro

17 SURNAME(S) AND FIRST NAME(S) OF REFERENCE PERSON/MENTOR

Gonzalo Hierro

18 TELEPHONE

+ [REDACTED] 06

19 TITLE/POSITION

Tellus Spain Manager

20 E-MAIL

[REDACTED]@tellusspain.com

## Description of the mobility experience

21 OBJECTIVE OF THE MOBILITY EXPERIENCE \*

To acquire a first work experience in an international environment:

- improving and developing the professional skills of young people in initial training, at the level of European standards in practical training course on the use of business administration and accounting software;
- improving skills and competencies specific to 11th grade, vocational studies in Economics, that are necessary to adapt to future integration into the requirements, and of the of space, of the international labor market;
- developing skills that promote cross-occupational mobility in the qualification of Technician in Economic Activities.

22 EDUCATION OR TRAINING INITIATIVE IN THE COURSE OF WHICH THE MOBILITY EXPERIENCE WAS COMPLETED

Erasmus+ KA1 Mobility Project for VET Learners E+ VET Accreditation no.: 2022-1-RO01-KA120-VET-000106938

23 COMMUNITY OR MOBILITY PROGRAMME INVOLVED

Project 2024-1-RO01-KA121-VET-000209258

European skills in business administration and hospitality industry (food &amp; beverage, tourism)

## DURATION OF THE EUROPASS MOBILITY EXPERIENCE

 24 FROM \* 19 05 2025  
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 25 TO \* 06 06 2025  
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CNE reference no.

17430042137683

## Skills acquired during the mobility experience

## 26A ACTIVITIES/TASKS CARRIED OUT \*

- Preparation for gaining employment: • To respect H&S; • To respect the training program;
- To identify different management and accounting software programs;
  - To distinguish clearly between advantages and disadvantages (regarding operating times, working speeds, quality of the resulting information, accessibility of the software's); • To identify the software structure: menus, windows, icons;
  - To access menus, windows, icons - directly from the keyboard or from the toolbar to view how the program is presented;
  - To add the information from the documents for the primary accounting records that relate to business transactions and operations;
  - To use the IT module/software/program - using the commands according to the computer subsystem;
  - To print the listing reports - on screen or on paper; • To register several transactions regarding the accounting entries, transfers between partial inventories, inventory inputs and outputs;
  - To register the receipts/payments and listing of the final balance /financial situation.

## 27A JOB-RELATED SKILLS

- To analyze of types of specialized accounting software; To analyze the software structure;
- To analyze the implementation of specialized software at work;
- To be able to process the data in a quantitative, qualitative, structural, and contextual manner with the help of software;
- To register the accounting events and transactions using specialized software.

## 28A LANGUAGE SKILLS

- Acquiring an adequate professional language; • Communication in an international language;
- Improvement of the Spanish level by the end of the placement;
- Good level of communication in Spanish: Conversation/ oral expression, intermediate user (level A2).

## 29A COMPUTER SKILLS

- Use of specific economic and accounting programs Aplifisa; Windows tools, and the Internet for searching information regarding economic and legislative.

## 30A ORGANISATIONAL / MANAGERIAL SKILLS

- Good task management throughout the placement: identification of priorities, building good relationships with team members.

## 31A COMMUNICATION SKILLS

- Excellent communication skills during the daily contacts with the teammates and the leader;
- good knowledge of the internal practice as regards to the meeting of the leader's requirements;
- Well adapted to teamwork.

## 32A OTHER SKILLS

- During the extracurricular activities, orientation skills for a new social, cultural, and geographical environment;
- Certificate of attendance achieved at the end of the placement

## 33A DATE \*

 06 06 2025  
 dd mm yyyy

## 34A SIGNATURE OF THE REFERENCE PERSON/MENTOR \*

Gonzalo Hierro

## 35A SIGNATURE OF THE HOLDER

E. MARIA JANIS

ISABEL MARIA HERNANDEZ GOMEZ