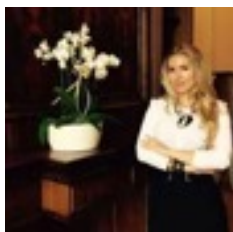


PERSONAL INFORMATION

CRISTINA IONELA TĂRTEAȚĂ



 Bucharest, Romania

 cristinatarteata@yahoo.com

Sex Female | Date of birth 29.05.1979 |
Nationality Romanian

WORK EXPERIENCE

Dates November 2019 - present
Occupation or position held **Parliamentary Advisor, Committee of Transport and Infrastructure**
Employer Name Senate of Romania

Dates January 2017 - November 2019
Occupation or position held **Deputy Minister**
Employer Name Ministry of Tourism, Romania

Dates 2014 -2016
Occupation or position held **Parliamentary Advisor, Committee of Transport and Energy**
Employer Name Senate of Romania

Main activities and responsibilities

1. Elaborating and drafting reports and opinions related to the laws or to the legislative proposals debated in the Commission.
2. Drawing up the documentation on the state of the debate and the approval of the laws and legislative proposals, also drafting the synthesis work and informing the President of the Commission of Transport and Energy.
3. Drawing up a map of the proceedings for the sessions for each member of the commission.
4. Providing assistance to Commission members during debates on the laws or legislative proposals on the Agenda.
5. Ensuring the necessary information is provided to prepare the replies to the ECPRD in time for the laws concerned by this center and debated within the Commission.

Dates 2011 - 2014

Occupation or position held **Parliamentary Counselor, Vice-President of the Senate Office**

Employer Name Senate of Romania

Main activities and responsibilities

1. Drawing up the reports for the agenda of each meeting of the standing committees, in the case of legislative initiatives, as requested according to the Senate Regulation adopted by decision no. 22/2011.
2. When appropriate, prepare the reasons for the request to amend the agenda proposed by the Group, in accordance with the provisions of Art. 87, par. 3 of the Regulation.
3. Following the materials submitted to the Senate debate which are included in the agenda and in the

working program of the Senate, drafted by the Permanent Bureau.

4. Ensuring the participation of the group members in the meetings of the Standing Committees, as well as in plenary sessions of the Senate every time presence is mandatory.
5. Receiving and submitting questions and inquiries addressed by the Group Members, as well as ensuring the responses are received and presenting them within the deadlines set by law.

Dates 2009-2011

Occupation or position held **Concept Director**

Employer Name **Shelter Security**, Doamna Ghica Street no. 219, Ilfov

Dates 2004

Occupation or position held **Assistant Manager** - Marian Petre Miluț, UNPR President

Employer Name **National Union of Romanian Employers** – S.C. Romerica International, Bucharest

Main activities and responsibilities

1. Providing the methodological and organizational framework for the promotion, support the members' interests, by informing them of the new regulations.
2. Following the representation and promotion of the interests of the members within the social dialogue committees at national, county and institutional levels.
3. Advising on developing business projects.
4. Initiating business opportunities among UNPR members and encouraging the development of an efficient business environment.
5. Informing UNPR members about EU funded programs or projects or national funding.
6. Assisting members in developing projects, setting up partnerships in programs.
7. Informing on the main events and measures taken at the level of the European institutions.
8. Facilitating and mediating the establishment of business relations between UNPR members and partners from the European Community.
9. Providing assistance in organizing meetings with business people, symposiums, seminars, conferences, Romanian economic missions.

Dates 2003

Occupation or position held **Account Officer**

Employer Name **Banca Italo Romena**, Gara Herăstrău Street no. 2-4, Bucharest

Main activities and responsibilities

- Analyzing bank market fees and making proposals to change them whenever needed.
- Preparing, together with the Central Branch, the advertising plan of the Subsidiary (broadcasting media, timing, objectives).
- Analyzing advertising offers, collaborating directly with advertising firms.
- Proposing, creating and implement, under the direct control of the Power Plant, new products.
- Analyzing existing services and products by making constructive proposals to improve their quality and their diversification.
- Continuously conducting documentations through visits to competing banks.

EDUCATION AND TRAINING

2017 **Training course "Tourism Management and Destination Marketing" on the development of tourism strategies tailored to their own national context, Singapore;**

2016 - present **Doctoral Degree in Political Science and International Relations, National School of Political and Administrative Studies Bucharest, Romania**

2012 **National Defense University, National Defense College**
Bucharest, Romania

Postgraduate Course, Security and Good Governance

Level innovational classification ISCED 5

2011 **Romanian Diplomatic Institute**

Bucharest, Romania

Title of qualification awarded Postgraduate Course, Protocol and Communication in Diplomacy

October 2010 - January 2012 **National Academy of Information Mihai Viteazul**

Bucharest, Romania

Title of qualification awarded Master's Degree, National Security Information

Level innovational classification ISCED 5

1998-2002 **Spiru Haret University, Faculty of Financial Management - Accountancy**
Bucharest, Romania

Level innovational classification Bachelor's Degree - Economist

Principal subjects/
occupational Skills
covered

- ✓ Financial studies, financial relations;
- ✓ Insurance, management, marketing, financial-banking operations;
- ✓ Development of products and services, economic forecasts, capital markets, financial control;
- ✓ Project development; management of economic units;
- ✓ Accounting expertise and financial audit.

Level innational classification ISCED 5

1993-1997 **Administrative and Economic Studies High School**
Ploiești, Romania

Title of qualification awarded High school diploma

SOCIAL AND ORGANISATIONAL SKILLS

- ✓ Communicative, excellent cooperation in team work;
- ✓ Analytical skill;
- ✓ Resistance to stress, perseverance;
- ✓ Self-educated;
- ✓ Rapid adaptation to new environments and situations

COMPUTER SKILLS AND COMPETENCES

- ✓ Development and project processing in MS Word, Excel, Adobe Acrobat Reader etc.;
- ✓ Great knowledge of MS Office;
- ✓ Use of electronic mail as a frequent means of communication.

OTHER SKILLS AND COMPETENCES

- ✓ Initiative and commitment;
- ✓ Leadership and diplomacy skills;
- ✓ Enthusiasm, positive attitude and perseverance in obtaining the desired results;
- ✓ Flexibility in assuming different tasks;
- ✓ Ambition, dynamism, well-developed observation.

References can be provided upon request.

FOREIGN LANGUAGES

ENGLISH - medium well

SPANISH - beginner