



## Curriculum vitae

### Personal information

Name/surname **KUCIEL ERIKA GEORGETA**

Address

Phone

E-mail **ekuciel@yhao.com**

Nationality **Română**

Date of birth **21.07.1974**

Sex **F**

### Professional experience

Period	July 2006 - present
Occupied position	Expert (Senior Expert)
Main attributions and responsibilities	Administrative and financial verification of pre-financing/payment/reimbursement applications submitted by beneficiaries to the Managing Authority
Name and address of employer	Ministry of Transport (Managing Authority for the Sectoral Operational Program Transport), Ministry of European Investments and Projects (former Ministry of European Funds) - Managing Authority for the Large Infrastructure Program (Project Authorization Department), Bdul. Dinicu Golescu, no. 38, sector 1, Bucharest; S.O.S. Bucharest-Ploiesti, no. 1-1B, sector 1, Bucharest
Period	January 2006 - July 2006
Occupied position	Medical representative
Main attributions and responsibilities	Promotion of dermato-cosmetic products in hospitals and pharmacies
Name and address of employer	SC IVATHERM SRL, Str. Ernil Pangratti, no. 30A, sector 1, Bucharest
Period	July 2003 - December 2005
Occupied position	Head of Trade Service
Main attributions and responsibilities	Promotion of dermato-cosmetic products in hospitals and pharmacies, organization of conferences, product presentations
Name and address of employer	SC DERMATON SRL, Bdul. Iancu de Hunedoara, no. 29, sector 1, Bucharest
Period	February 2003 - May 2003
Occupied position	Economist - assistant manager
Main attributions and responsibilities	Secretarial activity
Name and address of employer	SC Ceramic Center SRL, Str. Valea Cascadelor, no. 24, sector 6, Bucharest
Period	April 1999 - October 2001
Occupied position	Technicien Economist of Import Office
Main attributions and responsibilities	Preparation of import documentation for the supply of electronic components required for the production process
Name and address of employer	SC ELECTROMAGNETICA SA, Calea Rahovei, no. 266-268, sector 5, Bucharest

## Education and training

Period	2014 - present
Qualification / diploma obtained	PhD
Main disciplines studied	Administrative law, European law
Name and type of educational institution	National School of Political and Administrative Studies, Bucharest - Faculty of Public Administration
Period	2012 - 2014
Qualification / diploma obtained	Master "Public Sector Management"
Main disciplines studied	Public Service Management, E-Government, Administrative Law, Strategic Management, and Techniques
Name and type of educational institution	National School of Political and Administrative Studies, Bucharest - Faculty of Public Administration
Period	1998 - 2002
Qualification / diploma obtained	Bachelor degree "Company Management"
Main disciplines studied	Production and supply management, Transport management, Quality management
Name and type of educational institution	Academy of Economic Studies, Bucharest – Faculty of Management
Period	1992 - 1995 (February - May 1995, France Scholarship, Grenoble, Pierre Mendes University France)
Qualification / diploma obtained	Bachelor's degree "Organization of production and work"
Main disciplines studied	Commercial law, Civil law, Basics of technology, Basics of informatics, Marketing
Name and type of educational institution	
Period	1989 — 1992
Qualification/diploma obtained	High school diploma
Main disciplines studied	Romanian language and literature, mathematics, physics, chemistry, French language, Political economy
Name and type of institution	„Dimitrie Bolintineanu" Industrial High School Bucharest, Electronic profile

## Training courses

Period	28.08.2006 - 01.09.2006, Costinesti
Qualification / diploma obtained	Diploma of participation in the course "Financial resources management in public institutions"
Name and type of educational institution	National Institute of Administration
Period	11.09.2006 - 22.09.2006, Busteni
Qualification / diploma obtained	Diploma of participation in the course "Budgetary in public system"
Name and type of educational institution	National Institute of Administration
Period	16.10.2006 - 20.10.2006, Bucharest
Qualification / diploma obtained	Diploma of participation in the course "Projects elaboration financed by Structural Funds"
Name and type of educational institution	National Institute of Administration
Period	30.05.2007 - 31.05.2007, Bucharest
Qualification / diploma obtained	Diploma of participation in the course "Structural and Cohesion Funds"
Name and type of educational institution	Ministry of Economy and Finance
Period	16.10.2007, Bucharest
Qualification / diploma obtained	Diploma for participation in the seminar "Eligibility of expenditure and certification of payments"
Name and type of educational institution	Ministry of Economy and Finance

Period 20.08.2007 - 24.08.2007, Poiana Braşov  
 Qualification / diploma obtained Diploma of participation in the course "How to implement a project?"  
 Name and type of educational institution National Institute of Administration

Period 18.10.2007 - 21.10.2007, Busteni  
 Qualification / diploma obtained Diploma of participation in the course "PCM: Financial management and accounting"  
 Name and type of educational institution Ministry of Transport

Period Irlanda  
 Qualification / diploma obtained  
 Name and type of educational institution

Period 29 - 31.05.2013, Barcelona  
 Qualification / diploma obtained Diploma of participation in the course „Internal and External Audit of the EU Funded Programmes and Projects”  
 Name and type of educational institution European Institute for Public Administration (EIPA)

Period 01 - 05.07.2013, Paris  
 Qualification / diploma obtained Diploma of participation in the course „The Essentials of Managing EU Funds”  
 Name and type of educational institution European Training Centre Paris (ETCP)

**Personal skills and competences**

Native language Romanian

Foreign languages

Selfevaluation  
European level (\*)

		Understanding		Speaking				Writing			
		Listening		Reading		Participating in conversation		Oral speech		Written expression	
French	C1	Experienced user	C1	Experienced user	C1	Experienced user	C1	Experienced user	C1	Experienced user	
English	B2	Independent user	B2	Independent user	B2	Independent user	B2	Independent user	B2	Independent user	
Spanish	B1	Independent user	B1	Independent user	B1	Elementary user	B1	Elementary user	B1	Elementary user	

(\*) Level of the Common European Framework of Reference for Languages

Social and organizational skills Perseverance in achieving goals, communication skills, ability to work individually and in a team, adaptability, self-improvement, ability to organize and coordinate

Computer skills and knowledge Microsoft Office - Word, Excel, PowerPoint, Outlook

Hobbies Călătorii, muzica, înot

Driver's license B category