



Ioana-Andreea Dogeanu

Date of birth: 25/02/1996 | **Nationality:** Romanian | **Gender:** Female | **Address:** Bucharest, Romania (Home)

WORK EXPERIENCE

19/02/2024 – CURRENT București, Romania

ASSISTANT LECTURER THE FACULTY OF PUBLIC ADMINISTRATION, SNSPA

Subjects taught:

- Constitutional Bases of Public Administration (1st year, bachelor, seminar)
- Science of Public Administration (3rd year, bachelor, seminar)
- Comparative Administrative Law (3rd year, bachelor, seminar)
- Comparative Studies on the Civil Service in the European Union (2nd year, bachelor, seminar)
- Law and Public Affairs (1st year, master, seminar)
- Local self-government (1st year, master, seminar)
- Theory of Administration (1st year, master, seminar)
- Specialized practice (1st year, master)

01/10/2020 – 18/02/2024 Bucharest, Romania

ASSOCIATE PROFESSOR THE FACULTY OF PUBLIC ADMINISTRATION, SNSPA

Subjects taught:

- Constitutional Bases of Public Administration (1st year, bachelor, seminar)
- Science of Public Administration (3rd year, bachelor, seminar)
- Comparative Administrative Law (3rd year, bachelor, seminar)
- Comparative Studies on the Civil Service in the European Union (2nd year, bachelor, seminar)
- Law and Public Affairs (1st year, master, seminar)
- Local self-government (1st year, master, seminar)
- Theory of Administration (1st year, master, seminar)
- Specialized practice (1st year, master)

18/03/2019 – 04/06/2024 Bucharest, Romania

ANALIST KNOW YOUR CUSTOMER SOCIETE GENERALE GLOBAL SOLUTION CENTRE

- Reviewing client files to identify missing or non-compliant documents:
- Request missing documents, according to Know Your Customer (KYC) procedures
- Taking documents and completing the client's file
- Reporting identified compliance risks under the legal framework
- Conducting regular compliance checks to monitor and verify compliance with legal requirements
- Provide support in preparing the necessary documentation to obtain the authorizations required by the regulations
- Keeping track of all non-compliant customer files and following up their remediation
- Referral of particular cases/ cases not foreseen in the process procedure to the Process Referents via the specific application
- Process volumes in real time according to SLAs agreed with partners
- Providing operational support to new colleagues at the request of the line manager
- Completing data and uploading client documents into group applications, identifying opportunities for improvements and proposing solutions to improve the process

06/2023 – 07/2023 Bucharest, Romania

ORGANIZATIONAL ASSISTANT THE NATIONAL UNIVERSITY OF POLITICAL STUDIES AND PUBLIC ADMINISTRATION

The project "Practice for the Future" - CNFIS-FDI-2023-F-0563

- Attend meetings with project team members and project manager
- Participation in project promotion activities
- Participation in the organization of the National Student Conference (24-25 November 2023) at SNSPA, Bucharest
- Providing feedback on the work of students participating in the conference

06/2022 – 11/2022 Bucharest, Romania

EXPERT RESPONSIBLE FOR PROMOTION THE NATIONAL UNIVERSITY OF POLITICAL STUDIES AND PUBLIC ADMINISTRATION

The project "Hub of practical partnerships - stimulating sustainability and innovation. HUBpractick"- CNFIS-FDI-2022-0271

- Participate in the realization of activities for the sustainable and innovative development of the SNSPA student internship
- Participate in the realization of an institutional HUB that will implement an integrated system of monitoring, continuous improvement and evaluation of student internship activity based on performance indicators and competences
- Communication with project team members and project manager
- Coordination of specific activities



- Realization of materials to promote the project among NUPSAP students
- Promotion and distribution of materials

06/2021 – 07/2021 Bucharest, Romania

STUDENT EXPERT THE NATIONAL UNIVERSITY OF POLITICAL STUDIES AND PUBLIC ADMINISTRATION

The project: "SNSPA - inclusive education and access to labor market"- CNFIS-FDI-2021-0319

- Realization of a specific activity: Internship grant and workshop "My first Application"
- Participation in online meetings with project members
- Preparation of materials and presentations for students participating in the project

10/2021 – 11/2021 Bucharest, Romania

STUDENT EXPERT THE NATIONAL UNIVERSITY OF POLITICAL STUDIES AND PUBLIC ADMINISTRATION

The project: "SNSPA - inclusive education and access to labor market"- CNFIS-FDI-2021-0319

- Realization of a specific activity: e-Mobility for personal development
- Participation in online/ physical meetings with project members
- Preparation of materials and presentations for students participating in the project

06/01/2020 – 20/01/2020 Bucharest, Romania

TRAINEE LAWYER'S OFFICE RĂDUȚ IONEL-IULIAN

- Conducting legal research by researching case law and legislation relevant to the cases handled by yhr lawyers in the practice
- Preparing files by collecting and organizing the necessary documents for client files
- Compiling lists of documents, drafting petitions and preparing other necessary materials
- Attending customer meetings
- Attending court hearings
- Preparing for court hearings, including drafting arguments, researching precedents and ensuring that all necessary documents are prepared
- Drafting various legal documents, such as contracts, legal letters or other official documents, under the supervision of the lawyers in the office

07/2018 – 09/2018 Bucharest, Romania

INTERN MINISTRY OF LABOR AND SOCIAL JUSTICE

- Systematization of some existing statistical data on the "National Strategy and Social Inclusion and Poverty Reduction 2015" and establishment of indicators for monitoring actions
- Meetings organized by the organizing team of the "Internshigov 2018 programme"
- Familiarization with current legislation on the licensing system for the provision of social services
- Setting and monitoring the conditions for licensing social service providers
- Examination of applications for the right to a supply license

04/2017 – 06/2017 Bucharest, Romania

INTERN CHAMBER OF DEPUTIES, DEPARTMENT FOR PARLIAMENTARY STUDIES AND EU POLICIES, EU DIRECTORATE

- Familiarization with EU law, the relationship between the EU and national parliaments and specific activities
- Start in the EU Directorate
- Test my knowledge of the EU institutions
- Gathering data and systematizing them in order to prepare, as a team, a Brexit file
- Understanding the objectives of the EU Directorate and the work of the Chamber of Deputies on parliamentary scrutiny in the field of European Affairs
- Show the right attitude for direct communication

27/03/2017 – 20/04/2017 Bucharest, Romania

INTERN PARLIAMENTARY CABINET: DANIELA OTEȘANU

- Attending meetings of the Committee on Employment and Social Protection
- Attending plenary sittings
- Drafting policy statements
- Press monitoring
- Summaries of bills on the agenda



07/2016 – 09/2016 Bucharest, Romania

CUSTOMER RELATIONS AGENT MELLON ROMÂNIA SA

- Telephone communication of the offers from different banking and non-banking agents
- Providing additional information at the customer's request
- Handling a phone call correctly

04/04/2016 – 25/05/2016 Bucharest, Romania

INTERN PARLIAMENTARY CABINET: MIHAI STURZU

- Attending meetings of the Chamber of Deputies
- Participation in meetings of the Committee on Culture, Arts and Media
- Participation in the activities of the legislative initiatives department of the Parliamentary Cabinet of Mihai Răzvan Sturzu

PUBLICATIONS

2024

[Smart and empathetic: the dual imperatives of effective political leadership](#)

DOGEANU, I.A. 2024. Smart Cities International Conference (SCIC) Proceedings. 11.

2023

[Lobbying in Romania between utopia and legislative framework](#)

DOGEANU, I.A. 2023. Theoretical and Applied Economics Volume XXX (2023), No. 4(637), Winter.

2022

[Sustainable architecture for smart people - a topic for lobbying activities](#)

DOGEANU, I.A. and ZORLESCU, A. 2023. Smart Cities International Conference (SCIC) Proceedings. 10.

2022

[The Regulation of Lobbying in Romania and in the EU: A Comparative Perspective](#)

MATEI, A. and DOGEANU, I.A. 2022/1. Central and Eastern European Legal Studies.

2018

[Crystal of Culture \(anthology\)](#)

Co-author: Ioana Andreea Dogeanu

2017

[Lyrical Journeys - poetry anthology](#)

Co-authors: Denisa Aricescu, Ioana Andreea Dogeanu, Dănuț Belu

2016

[The right to love](#)

Author: Ioana Andreea Dogeanu

EDUCATION AND TRAINING

03/2023 – 05/2023 București, Romania

"FUTURE MANAGER" CERTIFICATE Future Manager Program

I participated in the Future Manager Program, McDonald's Romania Edition, held from March to May 2023 as a teacher, preparing myself for a better understanding of the labor market and deepening non-formal education methods.

Field of study Inter-disciplinary programmes and qualifications involving education



12/2021 – 02/03/2022 Bucharest, Romania

CERTIFICATE OF COMPLETION OF A SPECIALIZED VOCATIONAL TRAINING COURSE IN SKILLS National Council of Small and Medium-Sized Private Enterprises in Romania (CNIPMMR)

The training course in the field of entrepreneurial skills was organized by the National Council of Small and Medium-Sized Private Enterprises in Romania (CNIPMMR), within the Kickstart Student Project. The course is authorized by the Ministry of Labor and Social Justice and the Ministry of National Education, under the order number in RNFPFA 40/6767/13.09.2018.

Field of study Education | **Final grade** 10

10/2020 – 06/2021 Bucharest, Romania

PARTICIPATION CERTIFICATE: JEAN MONNET MODULE: EU DIVERSITY, CITIZENSHIP AND SOLIDARITY UNDER MIGRATION PRESSURE. FROM LEARNING TO E-LEARNING The National University of Political Studies and Public Administration

Courses studied:

- European economy for inclusive growth
- European authorities, vulnerable groups and the rule of law in Europe
- Employment strategies in the European Union
- European versus national citizenship
- New challenges and prospects for the European Union in the context of migration
- European asylum law

Field of study Education

01/10/2020 – 30/09/2024 Bucharest, Romania

PHD IN ADMINISTRATIVE SCIENCES SNSPA Doctoral School

Subjects studied: Advanced Studies in Administrative Law; Fundamental Human Rights and Freedoms; Research Methods of the European Administrative Space.

Field of study Administrative Sciences | **Thesis** Lobbying and Its Impact on Public Decision-Making. A New Paradigm of Public Management

10/2018 – 10/2020 Bucharest, Romania

MASTER'S DEGREE IN PUBLIC AFFAIRS MANAGEMENT The Faculty of Public Administration, SNSPA

Subjects studied: Law and Public Affairs; Governance and Public Management; E-Governance and Business Environment; Modern Tools of Public Policy Analysis; Public Business Ethics; Public Procurement Management; Management of Non-Governmental Organizations; Negotiation Principles and Tactics; Economic Theories and Policies; Methods and Principles of Statistical Analysis; Audit and Risk Management; Lobbying and Advocacy; Public Diplomacy and Protocol; Ethics and Academic Integrity; Comparative Public Policy.

Field of study Business, administration and law | **Final grade** 10 |

Thesis Lobbying and its impact on decision-making transparency in public administration

10/2016 – 10/2020 Bucharest, Romania

BACHELOR'S DEGREE IN LAW The Faculty of Law - Specialization in European and International Law, Nicolae Titulescu University

Subjects studied: General Theory of Law; Civil Law; Criminal Law; Civil Procedure; Criminal Procedure; Constitutional Law and Political Institutions; Roman Law; European and International Law; Public International Law.

Field of study Law | **Final grade** 8.02

10/2015 – 10/2018 Bucharest, Romania

BACHELOR'S DEGREE IN POLITICAL SCIENCES The Faculty of Political Sciences, SNSPA

Subjects studied: Fundamental Concepts in Political Sciences; Fundamental Concepts in Sociology; History of Social and Political Thought; Introduction to European Studies; Introduction to Economics; Critical Thinking and Academic Writing; Informatics in Social Sciences; Public Policy; Political Ideologies; Political Philosophy; Comparative Politics; Institutions of the European Union; Voting Behavior; Zionism - Ideology and National Movement; Post-war World History.

Field of study Political Sciences | **Final grade** 10 |

Thesis The trend of increasing weight of nationalism in literature under the communist regime in Romania

09/2011 – 09/2015 Slatina, Romania

BACCALAUREATE DIPLOMA National High School Radu Greceanu



05/2015 – 05/2015 Slatina, Romania

CERTIFICATE LINGUISTIC COMPETENCE - ENGLISH National High School Radu Greceanu

LANGUAGE SKILLS

Mother tongue(s): **ROMANIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C1	C2	C1	B2	C1
FRENCH	B2	C1	C1	B2	C1

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

DIGITAL SKILLS

Microsoft Office | Microsoft PowerPoint | Social Media | Microsoft Word | Microsoft Excel | facebook page | Google Drive | Good use of socializing/ communication programs | Internet Surfing and Internet Research | Management of design programs (Canva, PicsArt, Photoshop...) | Video Conferencing (Zoom, ...)

DRIVING LICENCE

Driving Licence: AM

Driving Licence: B1

Driving Licence: B

CONFERENCES AND SEMINARS

07/12/2023 – 08/12/2023 București

Smart Cities International Conference, 11th Edition

Paper presented: *Smart and Empathetic: The Dual Imperatives of Effective Political Leadership*

24/11/2023 – 26/11/2023 București

International Conference Law and Administrative Justice from an Interdisciplinary Perspective, 10th Edition

Paper presented: *Lobbying in Romania between utopia and legislative framework*

07/12/2022 – 08/12/2022 București

Smart Cities International Conference, 10th Edition

Paper presented: *Sustainable architecture for smart people - a topic for lobbying activities*

26/11/2020 – 28/11/2020 București

International Conference Law and Administrative Justice from an Interdisciplinary Perspective, 7th Edition

Paper presented: *The Paradigm of New Public Administration from a Humanist Perspective*

11/2018 – 11/2018 Caracal

Intensive Course "The Management of counterinformation security issues"

14/07/2018 – 19/07/2018 Sinaia

Sinaia Summer School "The King Mihai and the Romanian exile post-war"

I attended the Summer School in Sinaia "The King Mihai and the Romanian exile post-war", organized by the Institute for the Investigation of the Crimes of Communism and the Memory of Romanian Exile in partnership with the Romanian Cultural Institute.

04/2018 – 04/2018 Bucharest

Intensive Course "The Management in counterinformation security issues"

20/04/2018 – 21/04/2018 Bucharest

"Constant" Student Conference



I participated at CONSTANT 2018 - Annual Student Conference "Constant", 8th Edition, organized on 20-21 April 2018 by Nicolae Titulescu University of Bucharest in partnership with the University of Miskolc and Angel Kanchev University of Ruse.
Supported paper: Russia - country profile

02/2018 – 02/2018 Bucharest

Developing social entrepreneurship skills as a solution to reduce youth unemployment

SNSPA, Bucharest in collaboration with the National School of Servizi, Perugia, Italy and the Foundation "For Solidarity", Belgium, Bucharest (Romania).

08/12/2017 – 10/12/2017 Bucharest

Youth Parliament 9th Edition

11/2017 – 11/2017 Bucharest

Intensive Course "The Management of counterinformation security issues"

11/2017 – 11/2017 Bucharest

The National Forum of Political Sciences and International Relations Students, 3rd Edition

25/11/2016 – 27/11/2016 Bucharest

Youth Parliament 8th Edition

11/2016 – 11/2016 Bucharest

The National Forum of Political Sciences and International Relations Students, 2nd Edition

11/2015 – 11/2015 Bucharest

The National Forum of Political Sciences and International Relations Students, 1st Edition

● **HOBBIES AND INTERESTS**

Literature, Poetry, Writing, Art, Dance, Cooking, Opera, Theater, Music

● **COMMUNICATION AND INTERPERSONAL SKILLS**

Certificate of Completion of the "Interpersonal Communication Skills" Course

I attended the course "Interpersonal Communication Skills" organized by DELEX Academy.

● **VOLUNTEERING**

11/2017 – 11/2017 Bucharest

Romanian Business Exchange

I actively participated as a volunteer in the organization of the "Business Diplomacy Conference 2017".
