



Andreea-Ştefania Cozmei

Nationality: Romanian **Date of birth:** 18/01/1997 **Gender:** Female

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Other: 042147 Bucharest (Romania)

WORK EXPERIENCE

Intern

Romanian Parliament Chamber of Deputies [15/01/2019 – 15/07/2019]

City: Bucharest | **Country:** Romania

Participation in the fulfillment of external relations and protocol activities circumscribed to the parliamentary dimension of the Romanian Presidency of the Council of the European Union.
Contributing to the preparation of documents subsequent to the conferences (minutes of the meeting, summaries of the discussions, etc.)
Translation of documents specific to the activities of the General Directorate of Foreign Affairs and Protocol from English into Romanian and from Romanian into English.
Updating the lists of participants and other documents that made up the documentary map related to the meetings.
Support in drawing up conference maps.

European funds consultant

SC Teampro Strategy Consulting SRL [03/08/2020 – 16/09/2020]

Country: Romania

Implementation (drafting of documents such as: activity reports of experts, contractor sheets, additional documents, minutes of meetings between experts and consultants, centralization of attendance lists of meetings between beneficiaries and consultants, participation in meetings with beneficiaries).
Ensuring the flow of correspondence between the Regional Development Agencies and the company.
Nomination of experts for evaluation and/or re-evaluation of TFE grids in case of submission of appeals, requests for approved points of view or evaluation of technical projects.

Customer service agent

Sapina Services SRL [21/10/2020 – 23/02/2021]

Country: Romania

Processing and verification of documents of clients who are going to invest in shares.

Sr. Customer Experience Specialist

Honeywell Romania SRL [05/04/2021 – Current]

Country: Romania

Successful and timely booking and lifecycle management of all product orders.
Supporting the local office with all necessary administrative activities.
Ensuring good document control.
Generating and placing purchase orders to Honeywell factories or third party suppliers.
Verification of correctness of technical details, quantities and purchase prices.
Set up and manage vendor master data.
Coordination of goods receipt, delivery orders and inbound deliveries.
Logistics activities - coordinating with factories to arrange deliveries.
Coordinating with the warehouse to arrange deliveries.

Acceleration (working with planning, production, engineering, production, supply chain and customer).
Solving outbound and return logistics issues.
Coordination of invoicing of factory costs.
Reporting, tracking, maintenance: weekly, daily, monthly reports.
Supporting the manager with ad hoc tasks.

EDUCATION AND TRAINING

Doctoral student in the field of International Relations

SNSPA Doctoral School [01/10/2021 – Current]

Country: Romania

Master's student

National School of Political Science and Public Administration, Master in Security and Diplomacy [2018 – 2020]

City: Bucharest | Country: Romania

Bachelor's student

National School of Political Science and Public Administration, Faculty of de Political Science [2015 – 2018]

City: Bucharest | Country: Romania

High school graduate

"Emil Racoviță" National College [2011 – 2015]

City: Bucharest | Country: Romania

Certificate in Diplomacy and Protocol

European Institute in Romania [24/10/2018 – 25/10/2018]

City: Bucharest | Country: Romania

LANGUAGE SKILLS

Mother tongue(s): Romanian

Other language(s):

English

LISTENING C2 READING C2 WRITING C2

SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2

Italian

LISTENING B2 READING B2 WRITING B2

SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

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

PUBLICAȚII

[2016]

A World in Decay

Cozmei, Andreea-Ștefania. 2016. „ A World in Decay”. In The World Is Mine by Osman Silvia and Pavel Anamaria p.79

[2018]

Analysis on the implementation of the rights of ethnic minorities in order to strengthen trust and combat discrimination

Cozmei, Andreea-Ştefania. 2018. "Analysis on the implementation of the rights of ethnic minorities in order to strengthen trust and combat discrimination". Development perspectives of the Republic of Moldova by Mihail Caradaică and Miruna Butnaru-Troncotă p.34

[2019]

Security Sectors of Venezuela

Cozmei, Andreea-Ştefania. 2019. „Security Sectors of Venezuela". Defense Resources Management in the 21st Century the 14th Scientific Conference with International Attendance Organized by the Regional Department of Defense Resources Management Studies of National Defence University "Carol I" by Lecturer Brînduşa Maria Popa and Associate professor Vlad Dumitrache p. 66

[2022]

Risks and Vulnerabilities of the European Green Deal in the Ecological Doctrine

Cozmei, Andreea-Ştefania. 2022. "Risks and Vulnerabilities of the European Green Deal in the Ecological Doctrine". Defense Resources Management in the 21st Century the 17th Scientific Conference with International Attendance Organized by the Regional Department of Defense Resources Management Studies of National Defense University "Carol I" by Lecturer Brînduşa Maria Popa, Associate professor Maria Constantinescu and Associate professor Vlad Dumitrache p. 166

[2022]

The Inclusion of the European Green Deal in the Ecological Doctrine

Cozmei, Andreea-Ştefania. 2022. "The Inclusion of the European Green Deal in the Ecological Doctrine ". Defense Resources Management in the 21st Century the 17th Scientific Conference with International Attendance Organized by the Regional Department of Defense Resources Management Studies of National Defense University "Carol I" by Lecturer Brînduşa Maria Popa, Associate professor Maria Constantinescu and Associate professor Vlad Dumitrache p. 172

[2022]

The importance of the economic field in modern political warfare. Case study: NATO's Eastern Flank states

Cozmei, Andreea-Ştefania. 2022. "The Importance of the Economic Domain in Modern Political Warfare. Case Study: NATO's Eastern Flank States." The international conference Romanian Military Thinking - Dynamics of security architecture in the extended area of the Black Sea, in the context of the conflict in Ukraine and the new strategic concept of NATO, International Conference of security studies and military science, organized by the General Staff of Defense p. 310