

## Leonard-Sergiu BĂLAN



📍 Arad, str. Crișan, nr. 1, sc. B, et. 3, ap. 12, Arad county, Romania

✉ [leonard\\_balan@yahoo.com](mailto:leonard_balan@yahoo.com)

Sex Male | Date of birth 21.05.1976 | Nationality Romanian

POSITION Associate Professor, Faculty of Economic Sciences, "Aurel Vlaicu" University Arad

## WORK EXPERIENCE

**2016-2018** *Chairman Risk Management Team*

"Aurel Vlaicu" University Arad

- ensure the centralization, elaboration and approval within the EGR of the "Risk Register" at the university based on the risk registers elaborated by the structures within the university and in relation to the general and specific objectives;
- proposes the agenda of the EGR sessions, ensures the management of the sessions, coordinates the drafting of the minutes of the sessions, which includes the content of the debates and the decision making process, on the basis of the proposals made by the EGR components on the risk management process at the university level;
- follows and signs at the end of the year the "Final Implementation Plan of Control Measures", which includes the significant risks that will be analyzed in the Monitoring Committee and submitted for approval to the University manager.

Business or sector Education-Research

**2014-2016** *Deputy dean Faculty of Economic Sciences*

"Aurel Vlaicu" University Arad

- plan, organize, coordinate and control the teaching at the faculty level;
- participates in the process of organizing and conducting admission;
- coordinates the implementation of the Quality Management System at the faculty level;
- participates in the activities of promoting the faculty image;
- responsible for various current actions: study contracts; catalogs; matriculation sheets; student books; equivalence; certificates.

Business or sector Education-Research

**2013-present** *Associate professor*

"Aurel Vlaicu" University Arad

- specific teaching and training activities in the following disciplines: Management, Production Management, Sales Management, Service Management, Business Management;
- Chairman or member of bachelor / dissertation committees;
- Member of the UAV Senate, Member of the Faculty of Economics.

Business or sector Education-Research

- 2008-2013** *Curriculum Vitae*  
**University lector**  
"Aurel Vlaicu" University Arad
- specific teaching and training activities in the following disciplines: Management, Production Management, Commercial Management, Business Management;
  - member in bachelor / dissertation committees;
  - member of the Faculty of Economics;
  - year guide.
- Business or sector** Education-Research
- 2005-2008** *University assistant*  
"Aurel Vlaicu" University Arad
- specific teaching and training activities on the subjects: "Management", "Production Management", "Business Economy", "Statistics", "Marketing";
  - year guide.
- Business or sector** Education-Research
- 2002-2005** *University lecturer*  
"Aurel Vlaicu" University Arad
- specific teaching and training activities on the subjects: "Management", "Business Economy", "Statistics";
  - year guide.
- Business or sector** Education-Research
- 2001-2002** *Substitute teacher*  
Economic College, Arad, George Enescu Square, no. 2
- specific teaching activities on the subjects: "Marketing", "Business Economy".
- Business or sector** Education
- 1999-2000** *Economist, Plan - Budgets sector*  
SC Astra Travel Vans A Trinity Inc. Corporation, Calea Aurel Vlaicu 41-43 C, Arad
- collecting primary data for the main categories of budgets (general business budget, production budget, treasury budget);
  - analysis and reporting statistical data
- Business or sector** Construction and repair of rolling stock.

## EDUCATION AND TRAINING

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- April 2015** **Career guidance advisor**  
University "Lucian Blaga" Sibiu
- Preparation of reports, preparation and administration of specific documents;
  - decision making;
  - development of psychoprofessiograms;
  - elaboration of sociological studies; evaluation of the employees' professional component;
  - interpersonal communication;
  - professional counseling.
- March 2015** **Trainer**  
S.C. Mediasoft S.R.L. Arad
- applying special training methods and techniques;
  - marketing of training;
  - designing and organizing training programs / traineeships;
  - evaluation, review and quality assurance of programs / training sessions.

**April 2014**    **Labour safety and health inspector**

S.C. Best Proserv Center S.R.L. Arad

- develop own instructions for completing / implementing health and safety regulations at work;
- draw up the action plan in case of serious and imminent danger; evidence of high and specific risk areas;
- take part in events research and keeping track of them.

**May 2012**    **Sales director**

Irecson Institute, Bucharest

- business environment analysis;
- developing sales strategies;
- implementing sales strategies; recruiting staff;
- setting sales targets and resources to achieve them.

**May 2012**    **Innovation Manager**

Irecson Institute, Bucharest

- draw up company innovation strategy;
- implement the plan for the company's innovation strategy

**2005 - 2010**    **Doctor in management**

West University Timisoara, Faculty of Economics and Business Administration

**2003 - 2005**    **Master, "Management and Financing in Public Administration"**

"Aurel Vlaicu" University Arad, Faculty of Economic Sciences

**1995 - 1999**    **Bachelor in Management**

West University Timisoara, Faculty of Economic Sciences - "Firm Management"

**1991 - 1995**    **High school diploma**

Economic College Arad

**PERSONAL SKILLS**

Mother tongue    Romanian

Other languages

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
Replace with name of language certificate. Enter level if known.					
French	C1	C1	C1	C1	C1

**Communication skills**

- Ability to work with students / master students from all social and cultural backgrounds;
- Ability to communicate effectively within the group and organization;
- Managerial skills, relationship capacity, organizational and team spirit

**Organisational / managerial skills**

- Good organizer (faculty / department activities, admission and bachelor / dissertation committees, organizing festive graduation courses etc.)

Technical skills and competences

- Using office equipment (computer, printer, fax, overhead projector, etc.)

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Proficient user	Proficient user	Proficient user

- Windows, Microsoft Office, Internet

Other skills

- Literature, music, sports (basketball)

Driving licence

B category since 1995

ADDITIONAL INFORMATION

Projects  
Memberships

- "Setting up a consultancy network for Romanian-Hungarian firms TAMARO", Hungary-Romania cross-border co-operation program 2007-2013, period 2010-2011, value 74.056 euro, project manager Nagy Mariana;
- "Pre-feasibility study on tourism development of Canalul Morilor ", period 02.2009 - 06.2009, value 110.000 lei, project manager Spînu Marian-Nicu;
- Activities within the project *Transport Masterplan* - Contract no. 1192 / 04.06.2010 with Dr. Brenner Ingenieurgesellschaft MBH for HURO / 0801/081 - student coordinator (educational expert 235202);
- "Integrated measures for the transition of students to the labor market", POCU, code 132639, implementation period: 11.11.2020-10.11.2021, project value 4687731.00 (practice student tutors);
- "Learn to be an Entrepreneur for the Future! Improving the quality of educational offers and the skills of teachers in the field of entrepreneurship, in order to increase the access of participants to tertiary education, under conditions of equity and social efficiency, and the promotion of an entrepreneurial educational culture in competitive fields of regional interest" – EDUBUSINESS – ID 125150, POCU project, 2023 (expert assessment of learning outcomes and adaptation to the labor market);
- ERASMUS + Staff Training Mobility - mobility program for training at the Istituto Universitario della Mediazione Academy School, Napoli, Italy (09-12.05.2017);
- ERASMUS + PROGRAMME STAFF TRAINING MOBILITY - training programme „Possibilities of Cross-Border Cooperation between HEIs”, Gal Ferenc University, Faculty of Economics, Bekescsaba, 25-29.05.2021;
- ERASMUS + PROGRAMME STAFF MOBILITY - Staff Mobility for Training, University of Vlora, "Ismail Quemali", Albania, 06 -10.06.2022.;
- ERASMUS + PROGRAMME STAFF MOBILITY - Staff Mobility for Training, Wroclaw Business University of Applied Sciences , Wroclaw , Poland, 29.05. - 02.06.2023.

Arad,

02.10.2023

Signature,

