

## Curriculum vitae Europass



### Personal information

Name surname RAD DANA  
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 Nationality(s) Romanian  
 Date of birth 20.02.1981  
 Sex female

### Desired employment / Occupational field

### Professional experience

Period	Aug. 2006 – present
Occupation or position held	<b>Administrator, Psychologist, Career Counselor, Trainer</b>
Main activities and responsibilities	<p>Human resources consultancy, direct sale of recruitment, selection and personal evaluation services          Management of contracts and clients, management of the candidate database          Elaboration of surveys, questionnaires regarding personnel, at the request of clients          Elaboration of the accreditation file for information, counseling and professional mediation services          Obtain ISO certificate on employment services          Subcontracting professional counseling and mediation services AJOFM Arad period 2008-2009          Consultancy regarding the implementation of the predecessors of GEO 109 within more than 20 Joint Stock Companies and Autonomous Regies in Arad, Bihor and Neamț County, from 2021 until now.          Subcontracting professional counseling and mediation services for POSDRU AXA 5.2 projects, within the "A chance at active life!" project, <b>No. contract: POSDRU/110/5.2/G/89490</b>. Between May 2012 and February 2013, we subcontracted Professional Counseling Services for the target group, consisting of 200 inactive rural beneficiaries, and Professional Mediation Services for 100 beneficiaries, 10% of whom were professionally integrated after completing the courses. The 200 advised beneficiaries were certified in the trades: mason/stone mason, hairdresser, manicurist and data entry, validation and processing operator. Maintaining collaboration with AJOFM ARAD, AJPIS Arad and ITM Arad.          Accreditation of professional training/specialization courses, identification of training needs, support of training modules (communication, personal development)          Consultancy OUG 109, development of recruitment and selection procedures for members of the Board of Directors and General Manager          Proposal development and Project Coordination Partner 2014-1-RO01-KA202-2863 Erasmus+ KA2 2014 <i>What really matters</i>, strategic partnerships in the field of vocational training of young people.</p>
Name and address of employer	SC BTM Resources SRL, ARAD, Str. Nicola Alexici, no. 6
Type of business or sector	Personnel recruitment and selection agency
Period	Sept. 2003 – present



Main activities and responsibilities	Participation as Trainer in the professional training programs – <b>Project Manager</b> and <b>Trainer</b> , organized by the Doceo Drobeta Turnu Severin Association.  Responsibilities: Development of course support, supporting 90 hours of theory and practice, completion of documents specific to professional training. Support and evaluation 4 series of 28 participants.
Name and address of employer	Doceo Association, Drobeta Turnu Severin, B-dul. Mihai Viteazu, no. 21, Jud. MEHEDINȚI
Type of business or sector	Education
Period	Nov. 2014 – Dec. 2014, March 2015 – April 2015
Occupation or position held	<b>Trainer (part time)</b>
Main activities and responsibilities	Participation as Trainer in the professional training program – <b>Trainer</b> , organized by SC Life Courses SRL  Responsibilities: Development of course support, supporting 120 hours of theory and practice, completion of documents specific to professional training. Support and evaluation 3 series of 28 participants.
Name and address of employer	SC LIFE COURSES SRL, Craiova, Str. Florilor, no. 10, bl. 5, sc. C, ap. 4, Jud. Dolj
Type of business or sector	Education
Period	01.01.2012 – 01.04.2014
Occupation or position held	<b>Project coordinator, Psychologist, Trainer (part-time)</b>
Main activities and responsibilities	The activity of orientation, counseling and occupational integration of young people and adults looking for a job Responsible for the relationship with companies Responsibilities in evaluating and writing requests for financing POSDRU projects Activities to identify funding lines, study the beneficiary guide and evaluate project proposals within the ESF, national and local funds (Arad County), other European funds FSE project coordination activity, major field of intervention 2.3, <i>Continuous Professional Training for employees in the commercial field in Arad, Western Region</i> , <b>No. contract: POSDRU/108/2.3/G/83002</b> . The general objective of the project is to increase the qualification level for employees in Arad, Western region: 130 employed persons informed about the qualification opportunities (minimum 75 persons with a low qualification level and 55% female persons), 100 of persons participating in CCI services (minimum 50 persons with a low level of qualification and 55% female persons), 84 employed persons participating in FPC programs (minimum 40 persons with a low level of qualification or qualifications that do not 55% of women are also in demand on the labor market). Development and implementation of continuous professional training procedures Elaboration of technical-financial reports and reimbursement requests according to AMPOSDRU 2012-2014 instructions Participation in events, conferences, seminars, information/training sessions Supporting seminars within the Trainer specialization course Supporting training modules in several Job-Club, Teambuilding sessions.
Name and address of employer	People's Development Foundation Arad Branch, ARAD, Str. Gheorghe Doja, no. 98A
Type of business or sector	NGO
Period	May 2013 – Feb. 2014
Occupation or position held	<b>Psychologist, professional skills assessment expert (part-time)</b>

Main activities and responsibilities	<p>The activity of identifying target group beneficiaries, information and professional counseling within the project : "European Rural Entrepreneurship Initiatives - Development of human resources in rural areas" <b>Contract No.: POSDRU/110/5.2/G/88457</b></p> <p>Achieving the proposed objectives: informing a target group of 500 rural beneficiaries, offering integrated vocational training programs to a number of 150 beneficiaries: people looking for a job, inactive people, people engaged in subsistence agriculture, unemployed, rural managers and rural employees, in the fields of: human resources, environmental management, health and safety at work, accounting, ICT, English, car mechanics and rural entrepreneurship. After completing the courses, 22 beneficiaries were professionally integrated.</p> <p>The activity of organizing Workshops, seminars and Job-clubs for the beneficiaries of the project. Maintaining collaboration with AJOFM ARAD, AJPIS Arad and ITM Arad. Elaboration of notifications, technical-financial reports and reimbursement requests according to AMPOSDU 2012-2014 instructions.</p>
Name and address of employer	SC BEST PROSERV CENTER SRL, ARAD, B-dul Revolutiei no. 29, apartment 10
Type of business or sector	Vocational training services
Period	Oct.2009 – Dec 2011
Occupation or position held	<b>Psychologist, Head of Services, Trainer, Mediation Counselor (full time)</b>
Main activities and responsibilities	<p>The activity of orientation, counseling and occupational integration of young people and adults looking for a job</p> <p>Responsible for the relationship with companies</p> <p>Responsible for human resources</p> <p>Development and implementation of continuous professional training procedures</p> <p>Course authorisation, curriculum development and support of seminars within the Trainer specialization course</p> <p>Development and delivery of Teambuilding sessions focused on communication, motivation for work and JobClub sessions within FSE projects,</p> <p>Accredited professional mediation services within the project <i>Integrated services for the promotion of sustainable employment in 5 regions of Romania</i>, <b>No. contract : POSDRU/82/5.1/S/48603</b>. Following certification in the job of security guard and data entry, validation and processing operator, 75% of the beneficiaries were professionally integrated.</p> <p>Organization and participation in the Job Fair</p> <p>Maintaining collaboration with AJOFM ARAD, AJPIS Arad and ITM Arad.</p> <p>Exchange of good practices in Italy, at ASLAM (May 2011) – vocational training of young people and adults</p>
Name and address of employer	People's Development Foundation Arad Branch, ARAD, Str. Gheorghe Doja, no. 98A
Type of business or sector	NGO
Period	Sept. 2003 – Aug. 2007
Occupation or position held	<b>Psychologist (full time)</b>
Main activities and responsibilities	<p>The activity of identifying and counseling mothers at risk of abandonment from Arad Maternity. Counseling was aimed at preventing maternal abandonment and reintegrating abandoned children into their family of origin.</p> <p>The activity of orientation, counseling and occupational integration of young people and adults in difficulty.</p> <p>Implementation of social projects financed by Regione Lombardia, MAE, Unicef and other private financiers,</p>
Name and address of employer	People's Development Foundation, Arad, Str. Gheorghe Doja, no. 98A
Type of business or sector	NGO
Period	March 2004 – Oct. 2004
Occupation or position held	<b>Trainer, Project Coordinator (part time)</b>
Main activities and responsibilities	<p>Project coordination activity: Socrates–Grundtvig I, <b>The Development of Psychopedagogical and Professional Counseling Services</b> – CP-1-2002-1-RO-GRUNDTVIG-G1 .</p> <p>Supporting courses: Human Resources Management and Project Management</p>
Name and address of employer	Regional Center for Adult Education, Arad, Str. Horia, no. 7
Type of business or sector	NGO

Period	2001 – 2004
Occupation or position held	<b>County coordinator of political studies (part time)</b>
Main activities and responsibilities	Formation and coordination of the team of field operators
Name and address of employer	CURS SA Bucharest
Type of business or sector	Opinion polls
<b>Education and Training</b>	
Period	Oct. 2022 – present
Qualification / diploma obtained	Doctoral student in Systems Engineering
The main subjects studied / professional skills acquired	Systems engineering
Name and type of educational institution / training provider	Petrol-Gas University of Ploiesti
Level in national or international classification	PhD
Period	Oct. 2021 – present
Qualification / diploma obtained	Polygraph expert
The main subjects studied / professional skills acquired	Forensic psychology – evaluating simulated behavior through the polygraph technique
Name and type of educational institution / training provider	Romanian Association of Judicial Psychology, Bucharest
Level in national or international classification	Specialization course
Period	Oct. 2015 – June 2017
Qualification / diploma obtained	Master Automation and Intelligent Systems
The main subjects studied / professional skills acquired	Systems engineering
Name and type of educational institution / training provider	Aurel Vlaicu University of Arad, Faculty of Engineering
Level in national or international classification	Master's degree
Period	Oct. 2006 – Feb. 2016
Qualification / diploma obtained	PhD in Psychology
The main subjects studied / professional skills acquired	Organizational and industrial psychology / Applied cognitive psychology
Name and type of educational institution / training provider	Babes-Bolyai University Cluj-Napoca, Faculty of Psychology and Educational Sciences, Psychology Specialization
Level in national or international classification	Doctor's degree
Period	2013 - 2014
Qualification / diploma obtained	Certificate of attestation of professional skills
The main subjects studied / professional skills acquired	Quality, innovation, communication in the continuous training system of didacticians in higher education
Name and type of educational institution / training provider	1 December 1918 University of Alba Iulia, Department for teaching staff training

Level in national or international classification	Postgraduate training and continuing professional development program in the field of Educational Sciences
Period	Oct. 2007 – 2012
Qualification / diploma obtained	Automation and Applied Informatics Engineer
The main subjects studied / professional skills acquired	Automation, Systems Theory
Name and type of educational institution / training provider	Aurel Vlaicu University of Arad, Faculty of Engineering, Automatic Specialization and Applied Informatics
Level in national or international classification	Bachelor's degree
Period	2004 – 2005
Qualification / diploma obtained	Master's in Educational Management
The main subjects studied / professional skills acquired	Resource management in education
Name and type of educational institution / training provider	Aurel Vlaicu University of Arad, Department for Teaching Staff Training
Level in national or international classification	Master's degree
Period	1999 – 2003
Qualification / diploma obtained	Psychologist
The main subjects studied / professional skills acquired	Educational Psychology, Clinical Psychology, Organizational Psychology
Name and type of educational institution / training provider	West University of Timisoara, Faculty of Sociology and Psychology, Psychology Specialization
Level in national or international classification	Bachelor's degree
Period	2004 – 2010
Qualification / diploma obtained	Eriksonian Hypnosis Therapist
The main subjects studied / professional skills acquired	Eriksonian hypnotherapy
Name and type of educational institution / training provider	Psi System Timisoara
Level in national or international classification	Specialization course
Period	2005 – 2005
Qualification / diploma obtained	Linguistic Neuro-programming Practitioner
The main subjects studied / professional skills acquired	NLP
Name and type of educational institution / training provider	Psi System Timisoara
Level in national or international classification	Specialization course

### **Personal skills and competences**

Language (s) default (s) **ROMANIAN**

Foreign language(s) known

SELF  
*European level (\*)*  
**English language**  
**Italian**

		Understanding		Speaking		Writing			
		Obedience	Reading	Participating in the conversation		Oral speech		written expression	
1	C2	1	C2	1	C2	1	C2	1	C2
2	C1	2	C1	2	C1	2	C1	2	C1

(\*) [The level of the Common European Framework of Reference for Foreign Languages](#)

Social skills and competences

2015 – Certificate of participation in *the Course for the training of volunteers in psychodramatic work techniques*, Arad, July 6-8, awarded by the Arad Penitentiary, within the Psychodrama and creative education in Prison project.  
 2014 – Certificate of completion of the *Family Integration Program online course* granted by the Ministero della Giustizia Rome, within the FINE Family in NET project, March-July 2015.  
 2008 – 2008 Trainer, Pro Vocation Association, COSA and MMSF accredited

Organisational skills and competences

2015 – Project evaluator, Arad Center of Excellence, accredited by ANC/CNFPA  
 2014 – Evaluator in the continuous professional training system, SC Doctus SRL Sibiu, accredited by ANC/CNFPA  
 2013 – Expert evaluator of Enterprises, ARTI, CNRV PRO VOBIS and SIVICO Romania, within the project POSDRU/92/3.1/S/63270  
 2012 – Management skills, CNIPMMR Arad, MMSF accredited  
 2011 – Project manager (sustainable development) - Save the Danube and Delta Association, MMSF accredited  
 2009 – Management skills, CNIPMMR Arad, MMSF accredited  
 2008 – Human resources management - CNIPMMR Arad  
 2008 - Management of projects with national and international financing - CNIPMMR Arad

Within SC BTM Resources SRL, I managed a project won through a public auction (budget 40,000 euros) of information, counseling and mediation services for people looking for a job  
 Within the FDP Arad I coordinated the activity of the implementation team of a POSDRU project, DMI 2.3 (budget 1,700,000 lei)  
 Within FDP Arad, I coordinated the accreditation activity of professional training courses: Data entry validation and processing operator, Trainer and Commercial worker.  
 Within SC BTM Resources SRL I coordinated the professional counseling and mediation activity of the project: *A chance at active life* POSDRU, DMI 5.2 (budget 20,000 lei)

Technical skills and competences

Use SPSS, Excel Advanced Statistics, Jamovi, Jasp, SmartPLS  
 March – April 2013 – project verification officer OIPOS DRUMEN, UR Alba Iulia  
 2008 – Project management with National and International Funding, PHARE grant  
 2008 – Human Resources Management, PHARE grant

Computer skills and abilities

Advanced knowledge of Microsoft Office, Databases,

Other skills and competences

2021 – present – external evaluator within EOSC Future  
 2021 - present – independent psychologist specializations: *clinical psychology, educational psychology, school and vocational counseling, work and organizational psychology*  
 2021-present – practicing psychologist in supervision specializations: *applied psychology in the field of national security, applied psychology in services*  
 2017 – present – project evaluator within the European Commission - DG Employment  
 2013 – Completion of online course Big Data in Education (advanced statistics Rapid Miner databases) COURSERA, Columbia University  
 2013 – Didactics of teaching psycho-pedagogical subjects - POSDRU  
 2012 - Online methods of promoting mental health - Cognitrom Cluj-Napoca  
 2008-2008 Human Resources Inspector, Etalon Arad, MMSF accredited  
 2006-2006 Labor Protection Inspector, Etalon Arad, MMSF accredited

Driver's license(s).

Driving license category B since 2000

**Annexes**

Diplomas, attestations and certificates of professional skills

