Curriculum vitae



Personal information

First name/ Surname(s) Address Mobile Phone E-mail Nationality Date of birth Gender

RĂZVAN IONUT CIRICĂ

46H Aleea Mizil, 3rd district, Bucharest, Romania 0040 745 180504 rcirica@yahoo.com Romanian 7 January 1967 Male

Former deputy minister with the Ministry of Labour and Social Affairs.

Experienced in business development, covering both public and private sector.

Recent experience in L3 level humanitarian aid emergency intervention.

Technical coordinator of Romania's EU accession negotiations on chapter 2 (Free movement of workers) and 13 (Employment and social affairs).

Strong negotiation skills - negotiations with national social dialogue partners (especially during the EU accession driven process), international negotiations on substantive matters.

Coordinator of the setting up of the Implementation Agency for the Phare Economic and Social Cohesion component (Human Resources Development sub-component).

Solid knowledge of the EU acquis communautaire in the field of employment, industrial relations, health and safety at work and social affairs.

Very solid expertise in internationally funded projects (identification of needs, putting together the best consortium to address them, proposal writing, project implementation).

Vast programme/ project management experience. Significant expertise in public administration reform.

- PhD in management, Prince2 project management certification
- Certified trainer
- · Certified social entrepreneur

Work experience

Dates Occupation or position held Main activities and responsibilities Name and address of employer Type of business or sector

October 2023 - to date

Scientific researcher

Member of a team working on unequal development and types on inequalities

Romanian Institute for Quality of Life, 13 Calea 13 Septembrie, 5th district, Buchares Scientific research

Dates

October - December 2023

Lecturer

Occupation or position held Main activities and responsibilities

Name and address of employer

Disseminate the results of the SIPOCA 616 "Integrated M&E of performance in the public services" in 8 regional and 3 national conferences

Public Services Employers' Association (PSP), 16 Bulevardul Regina Elisabeta, 3rd district. Bucharest

Type of business or sector **Private sector**

Dates

October 2022 - September 2023

Occupation or position held | Programme Officer/ Zone Emergency Coordinator

Main activities and responsibilities

Provide support to Blue Dots (including supplies)

- Support identification and set up of sites (with ISU and HCR), as per IASC approach
- Support identification of local services
- Support UNICEF programmes there (in liaison with respective programme officers in WASH, health, protection, communication & social mobilisation)

Reinforce coordination (with NGOs, government, UNHCR)

- Set up sectoral and intersectoral coordination groups (on blue dot, on thematic issues such as education, protection, health, PSEA)
- Participate to local authorities' meetings (if and when possible)
- Share plans, data, info, reports from [implementation] partners with Bucharest office
- Identify local partners for further outreach of beneficiaries
- Reinforce coordination and joint approaches between regular and emergency intervention/s
- Identify, set up or facilitate capacity reinforcement trainings for local partners

Reinforce data collection, M&E and accountability

- Share a weekly report about main events in covered zones
- Share report on beneficiaries and distributed items
- Identify uncovered vulnerabilities in host communities
- Report on partner's work (programme visits)
- Report on quality and relevance of communication towards refugees
- Set up accountability systems with beneficiaries
- Alert on urgent issues or risks, especially as regards PSEA or child protection

Accelerate supply prepositioning and deliveries

- Compile and share local needs
- Monitor distribution of supplies
- Advise on appropriateness of delivered supplies, quantities and gaps
- Ensure proper warehousing and inventory of prepositioned items

Support sectoral and cross sectoral approaches and promote links with regular CPD

- Suggest ways to promote and implement cross-sectoral activities towards gender, disabilities, adolescent, early childhood
- Alert on potential duplications or on the other hand opportunity for cross-program-

Promote UNICEF and children's visibility

- Where necessary, promote UNICEF logo on Blue Dots
- Promote delivery of branded goods
- Promote UNICEF human visibility by participating to high level local events and ensure networking with local authorities and key stakeholders including private sector
- Contribute to social media, newspaper articles (after receiving authorization from Com's section)

Support cross border initiatives (with Ukraine, Moldova and Bulgaria)

- In coordination with UNICEF Bucharest, link with focal points on the other sides of border and suggest transnational action, if needed
- Gather information of situation on other side of border

Facilitate field visits

- Organize key meetings
- Support logistics

UNICEF Romania, 48A Bd. Primăverii, 1st district, Bucharest **UN** system agency

Dates

Occupation or position held Main activities

Type of business or sector

and responsibilities Name and address of employer

Name and address of employer

Type of business or sector

October 2007 - to date

Trainer/ Management Consultant

Deliver training courses on various topics to public and private bodies.

Provide HR and institutional audits to several EES companies

Freelance

46H Aleea Mizil, 3rd district, Bucharest

Private consultancy

Dates

January - June 2018

Occupation or position held Main activities and responsibilities **General Manager ad interim** Ensure executive lead of the institution and is responsible for its good functioning;

Represent the General Directorate in relation with public authorities and institutions, with natural and legal persons at national and international level;

Carry out the DG's tasks as a legal person.

Name and address of employer

2nd District General Directorate for Social Welfare and Child Protection

15 Olari street, Bucharest

Local administration Type of business or sector

September - December 2017 Dates

QA Expert Occupation or position held

Main activities and responsibilities Ensure implementation of quality management principles and permanently control compliance with them;

Advise colleagues on drawing up QA documents at strategic and tactical levels (e.g. quality manual and system procedures);

Provide advice on social assistance and children's rights, EU funds absorption, fine arts

Make sure that services provided are maintained at the level at which they were certified.

Name and address of employer

2nd District City Hall

11-13 Chiristigiilor street, Bucharest

Type of business or sector

Local administration

Dates

February - August 2017

management.

Owner

Occupation or position held Main activities and

responsibilities Name and address of employer

2nd District City Hall

Counsellor to the Mayor

Type of business or sector

11-13 Chiristigiilor street. Bucharest Local administration

March 2016 - January 2017 **Dates**

Occupation or position held

Main activities and responsibilities Transfer management best practices and lessons learned to the fine arts sector.

Name and address of employer

EriCris Multi-Management

46H Aleea Mizil, 3rd district, Bucharest

Counsellor to the State Secretary

Type of business or sector

Private business

Dates

October 2014 - April 2015

Occupation or position held

Main activities and responsibilities Provide advice to the State Secretary in charge with Rroma population on social inclusion through adequate housing.

Name and address of employer

Ministry of Regional Development and Public Administration 1A Piaţa Revoluţiei, 1st district, Bucharest

Type of business or sector

Central public administration

Dates

June 2014 to November 2015

Occupation or position held

Coordinator of the Social Inclusion Center set up within the ESF project "ACCESS for everyone - access of disabled persons to employment and services'

Main activities and responsibilities

- Ensure smooth carrying out of the activities falling under the responsibility of the team he coordinates;
- Plan and run the activity of the Social Inclusion Center;
- Endorse recruitment and selection of the staff;
- Represent the Social Inclusion Center's interests in labour relations and with third parties. **ASSOC București Branch**

Name and address of employer

46H Aleea Mizil, 3rd district, Bucharest

Type of business or sector

Social welfare NGO

Dates

May 2012 to date

Chairman

Occupation or position held

Main activities and responsibilities Mission: promote social assistance for improving living conditions of defavoured persons;

Vision: become a loud voice in social economy.

Strategic objectives:

Promote and develop social economy activities;

Organise a viable structure of social services, meant to meet the needs of people close to social exclusion;

Promote public participation to the decison making process relating to social policy;

Promote a respectfull attitude to nature and the environment.

Name and address of employer

ASSOC București Branch

46H Aleea Mizil, 3rd district, Bucharest

Type of business or sector

Social welfare NGO

Dates

June 2013 - October 2014

Occupation or position held | Business development manager

Main activities and responsibilities

- Manage and expand the contracts portfolio;
- Identify business opportunities and development directions;
- Ensure consistency between marketing objectives and sales & profit targets;
- Supervise service quality pre-sale;
- Run customer satisfaction surveys, propose improvement actions;
- Present the company's services to potential new clients;
- Attend various events for commercial purposes
- Track compliance of contractual obligations to the clients;
- Optimise use of internal resources and improve business processes.

Name and address of employer

Type of business or sector | Hospital

Centrul pentru Managementul Serviciilor de Sănătate

11 Intr. Cpt. Gh. Preotescu, 4th district, Bucharest

Or Hospital management consultancy

Dates

February 2013 - May 2013

Financial analyst

Occupation or position held
Main activities and
responsibilities

- Issue analyses on economic developments at national and international level, with direct implications on the private pensions' system:
- Assess long term monetary policies tendencies and their impact on the private pensions system:
- Issue short term scenarios on the evolution of macro-economic indicators;
- Analyze regional and international studies and highlight strengths and weaknesses of the Romanian private pensions system;
- Participate to the internal control/ management system, including issuing of specific norms and procedures.

Name and address of employer

CSSPP (later on ASF)

90-92 Calea Şerban Vodă, 4th district, Bucharest

Type of business or sector | Financial Supervisory Authority/ Private Pensions

Dates

August 2012 - January 2013

Occupation or position held

Main activities and

Implementation expert in the ESF funded project "Social economy network – a requirement for the persons with disabilities' integration onto the labour market'

Main activities and responsibilities

- Organise meetings and social events for promoting the services offered by the project;
- Coordinate, implement and monitor activities in the civil society area;
- Develop relationship with civil society and social partners, for promoting the project's objectives and for ensuring its sustainability;
- Initiate partnerships with other organisations, local communities and authorities in order to ensure employment for disabled persons;
- Assist the project manager in planning resources and correlate them with the project's activities.

Name and address of employer

ASSOC

28 Bulevardul Unirii, Baia Mare, Maramureş county

Social welfare NGO

Det

Dates | February 2012 - May 2012

Occupation or position held

Type of business or sector

Short term expert for counselling and professional guidance within the ESF project "EcTranz – Facilitating the transition from school to active professional life for students with economic profile"

Main activities and responsibilities

- Give support to the implementing team for the best implementation of the project;
- Contribute for drafting the web portal that will assure the access members of the target group to the documents regardinf informatio, counsseling and profesional guidance,
- Elaborate specific tests regarding counsseling and profesional guidance for students in final years,
- Elaborate a monitoring procedure for the unfolding of practical stages within partner univerities.

Name and address of employer

Institute for Insurances and Pensions

Type of business or sector 1 Sos. Nicolae Titulescu, bloc A7, 1st district, Bucharest Insurances and private pensions consultancy

Dates

December 2011 – January 2012

Occupation or position held

Coordinating the team of experts regarding the active employment measures within the project "DigitEgal: Using the electronic medium to increase the chances of finding a job - equal opportunities for all unemployed"

Main activities and responsibilities

- Check the quality of project implementation activities, according to the Financing Request and Partnership Agreement,
- Provide permanent support to the project manager in implementing the project
- Supervise the day-by-day unfolding of the project, by directly participating to the management activity,
- Manage the team of implementation experts,
- Facilitate the cooperation between experts in the labor market and the vocational guidance counselors.
- Coordinate the activities of the vocational guidance counselors in order to have the best implementation of the project activities and to achieve the general and specific objectives of the project.

Name and address of employer

Creare Resurse Umane

60 Calea Floreasca,4 th floor, Bucharest, Romania

Human Resources Consultancy Type of business or sector

Dates Occupation or position held June 2011 - January 2012

External evaluator of the ESF project SaPeRe run by the National Agency for Employment (ANOFM)

Main activities and responsibilities

- Assess to what extent the project has reached its partial and final objectives all along its implementation;
- Assess to what extent the expected results were reached *de facto*;
- Check the efficiency of the project's activities, its major achievements, and their relevance for the needs and expectations of the target group;
- Review and analyze how the target group perceived the results and effects of the project;
- Evaluate, in the given context, the possibility of continuing and finalising in good terms the project, with an emphasis on the specific objectives (as set in the project document) and the performance indicators;
- Identify the weak points of the project and make recommendations for improvement;
- Identify possible ways to optimise the project and implement them until its end.
- Highlight the lessons learned.

National Agency for Employment

22-24 Avalansei Street, 4th disctrict, Bucharest

Type of business or sector **Governmental body**

Dates

Occupation or position held

Name and address of employer

January 2010 - April 2012

Team leader within the ESF project 'LIDERO: New social competencies for trade union leaders'

Main activities and responsibilities

- Coordinate and manage the team of trainers on specific (social dialogue, management) competences; ■ In charge with the successful implementation of the project's activities and reach of the
- targest/ indicators as set by the project;
- Supervise the day-by-day unfolding of the project, by directly participating to the management activity;
- Participate in designing the training methodology and carried out social dialogue training sessions;
- Participate in the elaboration of the online training platform and of the training handbook;
- Participate in the production of the whole series of reports.

Creare Resurse Umane Name and address of employer

60 Calea Floreasca, 4th floor, Bucharest, Romania

Human Resources Consultancy Type of business or sector

Occupation or position held

February - August 2009

Short term expert within the ESF project 'HORECA 5TELLAE: professional managers for tourism, hotels and restaurants'

Main activities and responsibilities

- Participate to the preparation of and implementation of the media plan:
- Coordinate the promotion of the project through mass-media;
- Plan and run the 8 regional launching conferences and substantively participate to them. **Creare Resurse Umane**

Name and address of employer

60 Calea Floreasca, 4^{th} floor, Bucharest, Romania Human Resources Consultancy

Type of business or sector Dates Occupation or position held

December 2009 - May 2011

Long term expert under the ESF project "FLEXICURITY: Romanian labour market's response to crisis"

Main activities and responsibilities

- Analyze ESF's role in promoting flexicurity;
- Participate in identifying the flexicurity good practices in Italy and Romania, to the purpose of a pilot implementation in a Romanian context;
- Prepare two pilot projects in cooperation with two representative Romanian companies;
- Participate in the promotion of the projects' activities and objectives.

Name and address of employer

Creare Resurse Umane 60 Calea Floreasca, 4th floor, Bucharest, Romania Type of business or sector

Human Resources Consultancy

Dates

Occupation or position held Main activities and responsibilities

January 2009 - December 2014

trESS National Expert

- Organise yearly a national seminar on the European coordination of social security sche-
- Ensure a follow-up to this training seminar, through building a network between trainers and participants to the seminar in particular by facilitating, notably via internet facilities, regular contacts between them,
- Report annually to the Commission on problems of implementation of relevant EU law;
- Contribute to the analytical work of the think tank;
- Deliver materials for the website; in particular:
- Update the national case law on Community social security coordination
- Update the national bibliography on Community social security coordination

University of Ghent, Faculty of Law, Department of Social Law

Universiteitstraat 4, Ghent, Belgium

Type of business or sector

Name and address of employer

Research

Dates

January - May 2009 **Guest Professor**

Occupation or position held Main activities and

responsibilities

Name and address of employer

Type of business or sector

Prepared for and delivered to MSc students a series of courses on international development bodies and organisations' role in the shaping up of national social policies

University of Bucharest, Faculty of Sociology and Social Work

9 Schitu Măgureanu street, 5th district, Bucharest

Higher Education

Dates

December 2008 — October 2009

Occupation or position held

Training Coordinator under the Phare project "Manager keeping up with reality through social dialogue"

Main activities and responsibilities

- Participate to the identification of companies in the target group and identification of their social dialogue training needs;
- Coordinated the elaboration of training curriculum;
- Schedule the training courses for beneficiaries and coordinated the team of trainers in delivering the training courses;
- Coordinate the elaboration of the ex-post evaluation and production of the project-end 'guide for social dialogue at company level'.

Name and address of employer

Creare Resurse Umane 60 Calea Floreasca, 4th floor, Bucharest

Human Resources Consultancy

Type of business or sector

Dates Occupation or position held

Main activities and responsibilities

June 2005 - March 2008

Programme Manager, Head of the Democratic Governance Section

- Manage and continuously develop the specific portfolio of projects (focusing on public administration reform, regional and local development and capacity building) - e.g. Romanian Government Special Scholarships project, one of the largest projects carried out by UNDP Romania - fell under my direct supervision;
- Permanently foster and expand cooperation with the Government;
- Directly and substantively coordinate the production of National Human Development Reports (e.g. the 2005 edition - on Local Governance and Human Development - and the last one, in 2007 - on Making EU accession work for all, a thorough analysis of the social security schemes in the new environment and the possible, recommendable ways of reforming them):
- In charge with the monitoring, reporting and evaluation at CO level;
- Public Administration Reform focal point, Gender focal point, Monitoring & Evaluation focal point, and member of UNDP's respective network of practitioners;
- Participate in corporate planning, programming, monitoring and reporting based on the relevant programmatic documents (UNDAF, CPD, CPAP, AWP).

Name and address of employer

United Nations Development Programme Romania

48A Blvd. Primăverii, 1st district, Bucharest

Type of business or sector

International inter-governmental body

Dates Occupation or position held

April - May 2005 **Programme Manager** Main activities and responsibilities

- Coordinate the portfolio of projects on protection granted to asylum-seekers and refugees in Romania:
- Collaborate with the Romanian competent authorities, expecially on aligning the legal and institutional framework to the obligations stemming of the legal instruments Romania is a party to;
- Monitoring & evaluation, reporting duties.

Name and address of employer

Type of business or sector

UN High Commissioner for Refugees (National Bureau)

25 Armenească Street, 3rd district, Bucharest

Inter-governmental organisation

Dates

Occupation or position held Main activities and responsibilities

January - March 2005

Director for European Affairs

- Ensure the taking over of the acquis communautaire into the Romanian labour and social protection legislation, in accordance with the commitments made during the EU accession
- Coordinate the production of specific reporting (e.g. Joint Inclusion Memorandum, Joint Assessment Paper Progress Report) required in the relationship with the European Commission;
- Cooperate with the Ministry of European Integration and the counterpart/ corresponding departments in other ministries and bodies of the central and public administration, the Permanent Representation of Romania to the EU, on substantive matters on labour and social affairs.

Name and address of employer

Type of business or sector

Ministry of Labour, Family and Equal Opportunities

2, Dem. I. Dobrescu, 1st district, Bucharest

Central public administration

Dates

Occupation or position held Main activities and responsibilities

January 2001 - January 2005

State Secretary (deputy minister) for European Affairs and International Relations

- Set up a new department, operationalising and professionalising it, sett up its staff's training needs and coordinate the training process;
- Coordinate the EU accession negotiations on two AC chapters (#2 Free movement of workers and #13 Employment and social affairs);
- Participate to the negotiation of the AC chapter on the institutional arragements for postaccession structural and cohesion funds;
- Ensure the national and regional capacity to manage the ESF funds;
- Carry out negotiations and conclusion of bilateral agreements on movement of workers and of social security coordination schemes with EU Member State and third countries;
- Ensured the taking over of the acquis communautaire into the Romanian labour and social protection legislation, in accordance with the commitments made during the EU accession process - substantive contribution to the elaboration of relevant legislation in the field of labour relations (e.g. Labour Code), social security, helath and safety at work;
- Coordinate the social dialogue meant to ensure the smooth taking over of the aforementioned acquis communautaire;
- Coordinate the production of specific reporting (e.g. Joint Inclusion Memorandum, Joint Assessment Paper Progress Report) required in the relationship with the European Commission:
- Coordinate the protfolio of bi- and multi-lateral projects (financed by Phare or other donors):
- Cooperate with the Ministry of European Integration and the counterpart/ corresponding departments in other ministries and bodies of the central and public adminstration, the Permanent Representation of Romania to the EU, on substantive matters on labour and social affairs:
- Directly to the elaboration of the yearly National Accession Plan and of the Accession Progress Report;
- Participate to the elaboration of various studies and papers on employment and social affairs topics;
- Elaborate the legal framework for setting-up the HRD SOP Managing Authority, and coordinated the recrutiment of personnel in the beginning phase of this new structure;
- Coordinate the elaboration of the National Development Plan (NDP) 2004-2006 and of the first draft of NDP 2007-2013;
- Directly involved in cooperating with UN agencies, World Bank and IMF on specific country documents or relevant agreements.

Name and address of employer

Type of business or sector

Ministry of Labour, Family and Equal Opportunities 2 Dem. I. Dobrescu street, 1st district, Bucharest

Central public administration

Dates

Occupation or position held Name and address of employer

February 1998 – January 2001

Director General for European Integration and International Relations Ministry of Labour, Family and Equal Opportunities

2, Dem. I. Dobrescu street, 1st district, Bucharest

Type of business or sector

Central public administration

Dates

April 1992 – February 1998

Occupation or position held

Expert, Head of Unit, Director in/ of the directorate for international relations and **European Affairs**

Name and address of employer

Ministry of Labour, Family and Equal Opportunities

2, Dem. I. Dobrescu street, 1st district, Bucharest

Type of business or sector

Central public administration

Dates

December 1991 - March 1992 Engineer

Occupation or position held Name and address of employer Type of business or sector

Columbian Embassy to Bucharest

Diplomatic representation

Dates

September 1991 - December 1991 **Engineer**

Occupation or position held Name and address of employer

UME (Electrical Machines Plant) Bucharest

Type of business or sector Industry

Education and training

Dates 2016-2017

Title of qualification awarded Name and type of organisation providing education and training MSc in governance, risk management and control systems Athenaeum University, Bucharest

Dates

Title of qualification awarded

2001-2004

PhD cum laudae in industrial management, thesis on "Industrial re-engineering of polifunctional systems"

Name and type of organisation providing education and training Transilvania University, Braşov

Title of qualification awarded Name and type of organisation providing education and training 2006

Prince 2 certification, project management **APM Group**

Dates

Title of qualification awarded Name and type of organisation providing education and training 1986-1991

Degree in electric engineering ,Politehnica' University, Bucharest

Mother tongue(s)

Romanian

Self-assessment

English

French

German

Spanish

Italian

		Understanding				Speaking				Writing	
	Listening		Reading		Spoken interaction		Spoken production				
	C 2	Competent user	0 2	Competent user	C 2	Competent user	C 2	Competent user	C 2	Competent user	
	C 2	Competent user	C 2	Competent user	C 2	Competent user	C 2	Competent user	C 2	Competent user	
	B 2	Independent user	B 2	Independent user	B 1	Independent user	B 1	Independent user	B 1	Independent user	
	B 2	Independent user	B 2	Independent user	A 2	Basic user	A 2	Basic user	A 2	Basic user	
	B 2	Independent user	B 2	Independent user	A 2	Basic user	A 2	Basic user	A 2	Basic user	

(*) Common European Framework of Reference for Languages

Social skills and competences

Strong abilities of inter-personal communication. Administrative skills and competencies.

Organisational skills and competences

Leadership and organisational skills acquired in a professional context.

Computer skills and competences

Word, Excel, Power Point, Internet, Outlook Express, ICDL all modules

Driving licence

Yes

Relevant post-graduation training and studies

November 2003, Scenario planning based decision making, workshop run by UNDP and the Dutch Ministry of Foreign Affairs;

March 2003, EUVP for political decision makers, run by the European Commission and the European Parliament;

June - November 2000, Civil servants training in management and European affairs, series of courses run by Ecole Nationale d'Administration, Bucharest;

December 1997, Active labour market policies evaluation, course run by OCDE, Joint Vienna Institute, Vienna;

May 1994, Equipment procurement management, course run by ILO Training Centre, Torino; January 1994, Bid evaluation, workshop run by the World Bank, Bucharest;

October 1993, International procurement and contracting, course run by Crown Agents, **Bucharest:**

April 1993, Measuring and monitoring the informal economy, Joint Vienna Institute, Vienna.

Scientific and publishing activity

since 1997 - over 30 articles and papers on employment and social issues published in the specialty magazines (Objectiv, Raporturi de muncă, Tribuna economică, Revista română de drept comunitar, Revista română de dreptul muncii, Revista de asistență socială and Industrial Relations Europe)

since 2001 - over 25 research papers on polifunctional systems management

Government delegate at the 84th, 85th, 86th, 87th, 89th, 90th, 91th and 92th session of the International Labour Conference, Geneva, October 1996, June 1997, June 1998, June 1999, June 2001, June 2002, June 2003 and June 2004, respectively

Member of the Romanian delegation at the Microcredit Summits, Washington, February 1997 and New York, November 2002

Member of the Romanian delegation at the World Congress on Career Information and Counselling, November 2000, Valencia, Venezuela

Other relevant activities

Participant in numerous other conferences, courses, study visits and seminars/ workshops in over 30 countries around the world

- coordinator and/or member of expert teams who negotiated bilateral agreements in the field of labour and social protection
- coordinator and/or member of expert teams involved in revising the employment and social protection legislation, in line with the international legal instruments ratified by Romania and with the acquis communautaire
- coordinator and/or member of expert teams who carried out and implemented many bi- and multilateral projects (for instance the Electronic Labour Exchange, Beautiful Romania)
- coordinator of the technical team who carried out and finalized EU accession driven negotiations on acquis communautaire chapters 2 (free movement of persons) and 13 (employment and social affairs)

Participation in multilateral international events