

**Curriculum vitae
Europass**



Personal information

Name / Surname
Address
Phone number(s)
E-mail
Nationality
Birthday
Gender

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PROFESSIONAL EXPERIENCE

**- teaching and research
experience**

Period	October 2014 – present
Function/position held	<i>Associate Profesor PhD</i>
Main activities and responsibilities	Course and seminar of <i>Human Resource Management</i> and <i>Strategic Human Resource Management</i> , as well as <i>Risk Management</i> Seminar of <i>International Business and Negotiation strategies and conflict management</i> (until 2018), research, bachelor and dissertation papers coordination
Employer	The Bucharest University of Economic Studies, Faculty: Business Administration (in foreign languages), Department: UNESCO for Business Administration, Calea Grivitei, 2A, 1, BUCHAREST
Period	2015-2017
Function/position held	<i>Coordinator of Business Administration master</i>
Employer	Business Administration master is a program of the Faculty of Business Administration (teaching in foreign languages), part of the Bucharest University of Economic Studies
Main activities and responsibilities	Promotion of the program, recruitment of candidates, follow-up of the education process, analysis of the correspondence between the academic curriculum and the employers 'needs, evaluation of the graduates' satisfaction, budget planning
Period	2010-2013
Function/position held	<i>Member of the research team</i>
	CNCSIS Human Resources research contract, 2010 competition, research project aiming to stimulate the formation of young independent research teams - "Multivariate critical analysis of convergence in European Higher Education", code TE_351, project director prof.univ.dr. Alina Mihaela Dima
Period	May 2011
Function/position held	Invited lecturer
Main activities and responsibilities	Course and seminar " <i>The role of the organisational culture in achieving performance</i> "
Employer	ENSAM Cluny, France
Type of activity/ field of activity	Education
Period	2010
Function/position held	<i>Member of the research team</i>

UEFISCDI research contract Program 4 Partnerships in the priority areas - contract no. 92-096 - "Collaborative systems and mechanisms specific to economic clusters and business networks in the global knowledge-based economy - CLUSTINOVA", code PO-04-Ed3-RO-F2, ASE partner project director - Prof.univ.dr. Adrian Tanțau

Period Function/position held Main activities and responsibilities Employer Type of activity/ field of activity	March 2008 Invited lecturer Course and seminar " <i>The importance of the communication process in decision making</i> " ENSAM Cluny, France Education
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Period Function/position held Main activities and responsibilities Employer	October 2011 – October 2014 PhD lecturer Course, seminar <i>Human Resource Management and Strategic Human Resource Management, Risk Management</i> Seminar <i>International Business and Negotiation strategies and conflict management</i> , research, graduation and dissertation papers coordination <i>OPEN for BUSINESS</i> project manager The Bucharest University of Economic Studies, Faculty: Business Administration (in foreign languages), Department: UNESCO for Business Administration, Calea Grivitei, 2A, 1, BUCHAREST
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Period Function/position held	2007 <i>Member of the research team</i> CNCIS research contract CEEEX P-DE – „ <i>Increasing the quality performances in the cooperative processes of SMEs through expert systems in engineering and innovation management-INOEX</i> ”, financing contract no. 140 / 02.10.2006, coordinator Technical University of Cluj-Napoca, ASE partner project director - Prof.univ.dr. Marieta OLARU
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Period Function/position held Main activities and responsibilities Employer Type of activity/ field of activity	February 2007 – October 2011 PhD assistant professor Course, seminar <i>Human Resource Management and Strategic Human Resource Management</i> , Seminar <i>Business Investments and Knowledge Management</i> , research, graduation and dissertation papers coordination The Bucharest University of Economic Studies, Faculty: Business Administration (in foreign languages), Department: UNESCO – Business Administration, Calea Grivitei, 2A, 1, BUCHAREST Education
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Additional professional experience

Period Function/position held Employer Main activities and responsibilities	2018→ present <i>President of OPEN for Business Association</i> OPEN for Business is a professional association organizing professional, academic and scientific events, as well as entrepreneurial actions aimed at facilitating integration into the labor market and encouraging sustainable career progress. (www.o4b.ro) a. carrying out the procedure for acquiring the legal personality, carrying out the authentication / certification procedure and the formalities for registering the Association in the Register of Associations and Foundations, according to the GO no. 26/2000, as subsequently amended and supplemented; b. representation of the association in relations with public authorities, national and international bodies as well as with other natural or legal persons or in courts; c. unitary coordination of the activity of the Managing Board, aiming the fulfillment of the decisions and the statutory provisions;
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Period Function/position held	2016-2018 <i>President of Society for Business Excellence Association</i>
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Employer	Society for Business Excellence is a professional association that promotes, through its academic and scientific actions, the excellence in business (www.bizexcellence.ro)
Main activities and responsibilities	<p>a) summoning of the Board of Directors, chairing its work and issuing decisions. Signing the documents that record these decisions and monitoring their application by the executive staff;</p> <p>b) the unitary coordination of the activity of the Board of Directors, aiming the fulfillment of its decisions and statutory provisions;</p> <p>c) representation of the association in relations with public authorities, national and international bodies as well as with other natural or legal persons or in courts;</p> <p>d) conclusion of legal acts on behalf of the association;</p> <p>e) analyzing and selecting together with the Vice-Presidents the topics to be discussed before the Board of Directors.</p>
Period	2012-2016
Function/position held	<i>Coordinator of OPEN for BUSINESS project</i>
Employer	OPEN for BUSINESS is a project of the Society for Business Excellence aimed at strengthening the faculty's collaborative relationships with the business environment (www.o4b.ro)
Main activities and responsibilities	Promotion of program, negotiation of partnerships, budget planning, recruitment-selection and organization of volunteers, organization of student events and competitions, recruitment activities for vacancies held by the partner companies, evaluation of partner satisfaction
Period	September-October 2016
Function/position held	Trainer - ASSYSTEM employees training
Main activities and responsibilities	"Challenges of the recruitment – selection process"
Employer	CEFORA CORPORATE SOLUTIONS & TRAININGS FOR PROFESSIONALS
Type of activity/ field of activity	Education
Period	March 2007 – March 2009
Function/position held	Tutor
Main activities and responsibilities	Teaching activities
Employer	Titu Maiorescu University from Bucharest
Type of activity/ field of activity	Education
Period	September 2007 - February 2008
Function/position held	Agency coordinator
Main activities and responsibilities	<ul style="list-style-type: none"> - recruitment; - planning and organizing the agency activity; - employees evaluation and rewarding plan;
Employer	BCR Asigurări de viață SA, Urziceni
Type of activity/ field of activity	Life insurance
Period	May 2006 - March 2007
Function/position held	Unit manager
Main activities and responsibilities	<ul style="list-style-type: none"> - recruitment; - planning and organizing the activity of the team; - helping the subordinates to manage their own activity;
Employer	Omniasiglife, Bucharest
Type of activity/ field of activity	Life insurance
Period	September 2005 - April 2006
Function/position held	Life insurance consultant
Main activities and responsibilities	- market prospection
Employer	Grawe Romania SA, Bucharest
Type of activity/ field of activity	Life insurance
Period	November 2000 - 2002
Function/position held	Import-export manager
Main activities and responsibilities	<ul style="list-style-type: none"> - planning, organizing and controlling the department activity; - maintaining good relationships with the existent partners; placing orders; - negotiation of international selling/buying agreements;
Employer	SC. Martplast SRL Urziceni
Type of activity/ field of activity	Furniture producer and distributor
Period	May - October 2000
Function/position held	Import-export assistant manager

Main activities and responsibilities - planning and organizing the activity of the team;
 - resources planning;
 - providing reports; reviewing the official forms
 Employer SC Comis Intertrans SRL Bucharest
 Type of activity/ field of activity Customs brokerage

Period June 1999 - May 2000

Function/position held Customs broker
 Main activities and responsibilities - filling the official forms;
 - providing reports;
 - occasional translator;

Employer SC Prod Pan Conf SRL Urziceni
 Type of activity/ field of activity Garments

Period January - June 1999

Function/position held Import-export assistant manager
 Main activities and responsibilities - filling the official forms;
 - providing reports;

Employer Alison Hayes LTD. Urziceni
 Type of activity/ field of activity Garments

EDUCATION and CERTIFICATION

Period June 2014-October 2015

Qualification / diploma Postdoctoral studies supported from the European Social Fund through Sectorial Operational Programme Human Resources Development 2007–2013, project number POSDRU/159/1.5/S/142115, project title “Performance and Excellence in Postdoctoral Research in Romanian Economics Science Domain”

The training / education provider Bucharest University of Economic Studies

Period May 2014

Qualification / diploma Trainer Certificate
 The training / education provider RIAS EXCELSIOR srl

Period October 2008 – June 2013

Qualification / diploma PhD, “*The organizational culture dynamics under the influence of the internal integrators*”

The training / education provider Bucharest University of Economic Studies, Faculty of Business Administration (in foreign languages)

Period October 2007 – April 2008

Qualification / diploma Graduation Certificate of the postgraduate course provided by the Department for Academic Personnel Training

The training / education provider Bucharest University of Economic Studies, Romania

Period November 2002 - November 2006

Qualification / diploma PhD, „*Contributions regarding the e-Business risks evaluation*”
 The training / education provider University Politehnica of Bucharest, Faculty of Engineering and Management of Technological Systems

Period 2001-2002

Qualification / diploma Master, “*La conception intégrée de systemes technologiques*”
 The training / education provider University Politehnica of Bucharest, Faculty of Engineering and Management of Technological Systems

Period 2000

Qualification / diploma Customs broker
 The training / education provider National Agency for Fiscal Administration, Romania

Period 1994-1998

Qualification / diploma Bachelor degree
 The training / education provider Bucharest University of Economic Studies, Faculty of International Economic Relations, International Business specialisation

SKILLS AND COMPETENCES

Native language

Romanian

Foreign languages

1-English, 2-French, 3-Italian

Self-evaluation	Understanding				Speaking				Writing	
	Listening		Reading		Conversation		Oral communication		Written communication	
English	C2	<i>Very good level</i>	C2	<i>Very good level</i>	C2	<i>Very good level</i>	C1	<i>Very good level</i>	C2	<i>Very good level</i>
French	B2	<i>Good level</i>	C1	<i>Very good level</i>	B2	<i>Good level</i>	B2	<i>Good level</i>	B2	<i>Good level</i>
Italian	B2	<i>Good level</i>	B1	<i>Satisfactory</i>	B1	<i>Satisfactory</i>	B1	<i>Satisfactory</i>		<i>Low level</i>

Social skills and competences
 Verbal and written communication skills
 Active listening; empathy; friendliness; cooperation; conflict resolution; relationship management
 Negotiation; decision making skills

IT competences
 MS-DOS, Windows 9x, MSOffice, @Risk, Asycuda, TRUE software

Artistic skills
 Painting and writing (regional awards and exhibitions); music

Other skills and competences
 Sport

Driving license
 no