

Curriculum vitae

Personal details

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Work experience

Title	Period	Employer	Percent
Project manager	2022.03.15- present	Grants and Innovation Office, University of Gothenburg	100%
Main tasks:			
Project management of international projects organized as part of the EUTOPIA university alliance the University of Gothenburg is part of. The projects are funded by the Horizon Europé (Research and Innovation funding programme) and Erasmus+.			
Working with cascade grants in different Horizon Europe/ Erasmus+ projects (setting up calls, evaluation criterias, evaluating proposals, programme management)			
Leading the work with developing an intra-preneurship process for the EUTOPIA alliance by launching and testing a call for solutions.			
EU Programme officer	2019.02.04- 2022.03.14	The Swedish Agency for Youth and Civil Society (MUCF)	100%
Main tasks:			
Processing of grant applications and various tasks related to the processing (organize and facilitate information sessions and trainings, provide consultations to the organizations and municipalities that need support in the development of their projects and applications, make project visits, etc.).			
Coordinating the work of the external evaluators and organizing/facilitating trainings for the external evaluators.			
Coordination of the TCA/NET (Transnational Cooperation Activities) tool and the working group working with TCA/NET (five persons).			
ESF Project administrator	2016.12.04 – 2019.07.31	Swedish Public Employment Service (Arbetsförmedlingen)	100%
Developing strategies and reports to developing templates, setting and following up processes, milestones, activities, expected results and performance indicators.			
Producing statistics for the steering group and the project staff, compiling and reporting the attendance hours of the participants to the ESF Council and Statistics Sweden.			
Organizing non-formal education and facilitation courses for the competence development of the project			

employees working with the target group (low educated migrant women and men)

Project manager	2014.11.01 – 2017.06.31	Development Assistance Center	20%
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Main tasks:

Coordinate project writing, implementation and reporting; Lead projects and international meetings; Prepare budget and follow up the economy; Design and hold courses for DAC, the Agency for Youth and Civil Society Affairs and other actors.

Managing/reporting KA2 projects, e.g. Project Instruments for Erasmus+ aiming to develop tools for project implementation (excel templates for risk follow-up, project follow-up, etc).

International project leader	2015.01.01 – 2016.12.31	KEKS network	20 %
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Main task:

Write, implement and report on a KA2 international strategic partnership project to develop a new documentation system for youth work (The Logbook).

Youth leader	2014.10.01 – 2016.12.31	Mölndal Municipality	60 %
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Main task: Working with young people 11-19 in the youth centers of Mölndal Municipality.

Projektledare	2014.03.07- 2014.06.07	KEKS network	100 %
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Main activities:

Develop a project application for a strategic partnership to develop an international system for documentation of youth work

Coordinate, implement and report on an international adult education project co-financed by the European Commission through the Lifelong Learning Program (LLP).

International coordinator, Culture and Leisure department	2012.10.25- 2013.12.31	Mölndal Municipality	100 %
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Main tasks:

Coordinate international activities for Culture and Leisure, Mölndal City; Project writing, project implementation and reporting;

Inform about EU financial lines for youth and civil society; Meet and motivate young people and youth leaders to participate in and/or implement international projects; Support with project writing;

Develop skills and coordinate three international volunteers;

International volunteer EVS-programme	2011.09.01- 2012.07.14	Mölndal Municipality	100 %
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Administration of ongoing international projects;

Organize presentations on EVS and the YiA programme; Develop training materials on project management and facilitate trainings;

Research different EU and non-EU financial lines and match them with project ideas;

Education	Level	Period	Education provider
Conversation methodology (Samtalsmetodik)	University course 15 ETCS	Spring 2023	University of Gothenburg
Learning objectives: Factors affecting a conversation, Dialogue in a professional setting, Communication and conversation, Methods to study and analyze conversations			
Evaluation (Utrednings- och utvärderingsarbete)	University course 15 ETCS	Spring 2022	Umeå University
Learning objectives: Evaluation methods, evaluations for specific purposes, meta-evaluations.			
Ledarship and coaching	University course	Autumn 2020	Uppsala University
Learning objectives: plan, implement, report, evaluate and feedback coaching of individuals			
Training of trainers	NFE	2013.10.01- 2014.06.30	SALTO Resource Center och Ungdomsstyrelsen
Project management	Magister	2008.10.01- 2010.10.31	University of Petrosani. www.upet.ro
October 2008–October 2010 (April 2010–September 2010 Erasmus study grant at Technical University Bergakademie Freiberg, Germany).			
Romania: Management communication, Personnel management, Project management, Structural funds.			
Germany: Scenario Planning, International economy and development, German language, Research and writing of thesis: Project management’s contribution to international cooperation. How to make things work - ODA in Haiti.			
Project management	Summer course in Spanish	2009.03.15- 2009.03.30	Asamblea de Cooperacion Por la Paz (ACPP); University of Malaga, Spain
Internationella Relationer och Europeiska Studier	Bachelor	2003.10.01- 2008.06.15	Faculty of Political Science, National School of Political and Administrative Studies, Bucharest
Training of Trainers in Human Right Education	NFE	2006.10.01- 2007.04.30	ACT Oradea & Life Foundation

Language	Spoken interaction & production	Writing
English	C2	C2
Romanian	Native	Native
Spanish	B2	B2
Swedish	C1	C1

Computer literacy

Microsoft Office (Word, Power Point, Excel, Publisher, Planner); Agresso; Proceedo; Free Mind; Prezi; KanbanFlow, Piktochart, Menti, Padlet etc.

