

FORM H: FORMAT FOR CV OF PROPOSED KEY PERSONNEL

Position	Project Manager	
Personnel Information	Name: Svetlana Melnic Phone: +373 690 99 552 Email: svetamereuta@gmail.com Address: Republic of Moldova, Municipality of Balti N.lorga street 11D app. 11	
	Nationality: Moldovan	Date of birth: 29.02.1984
	Language Proficiency: ROMANIAN - Mother tongue RUSSIAN – C1 SPANISH – C1 ENGLISH – B1	
Present Employment	Name of employer: AFAD	Contact: (manager or HR) Ina Bordeianu (manager) – Tel. 069900093
	Address of employer: Municipality of Balti, 158/1 Bulgara Street	
	Telephone: +37360068816	Email: office@afad.md
	Job title: Manager Business Skills Hub	Years with present employer: 2,6
Education / Qualifications	<i>Summarise college/university and other specialised education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.</i> 2002 – 2006 Chişinău, Moldova DEGREE IN ECONOMICS AND ECONOMIC LAW, ASEM 2017 – 2019 Iaşi, Romania MASTER IN TOURISM MANAGEMENT, UAIC IAŞI	
Professional Certifications	<i>Provide details of professional certifications relevant to the scope of services including name of institution and date of certification.</i> 2006 – 2018 TRAININGS IN SALES, House of Learning METRO GROUP Customer in our business Market and Competition Knowledge Customer Contact Management Team Management, Daily Activity Planning Customer Introduction Target Area Knowledge Client Visit, Preparing the Client Visit Analysis of Customer Buying Potential Train to Trainer Coaching Skills Client Portfolio Selection, Client Portfolio Management Setting and monitoring objectives WORK EXPERIENCE EDUCATION AND TRAINING Trader Support & Partnership Price in your Daily Job Assortment Understanding Leadership Development Workshop	

	<p>Proactive Selling Skills Practical Sales Management Tools</p> <p>2018, Chişinău, Moldova TRAINING DIRECTOR, AngryBusiness</p> <p>2019, Chişinău, Moldova TRAINING GOOGLE ADWORDS, Boomerang</p> <p>2023, Chişinău, Moldova - SBC „Excel core instrument for reports from Basic to Advanced Level. Professional development for effective data management, analysis, and visualization“</p> <p>2023, Chişinău – Solidarites International and Humanity and Inclusion (Trainers: Sergiu Toma, systemic couple psychotherapist; Popenco Gabriela, psychologist) “Mental Health. Technique to handling stress and avoiding burn-out. Personal development“</p> <p>2023, Chisinau - Humanity and Inclusion "How to collect and use disaggregated disability data using the Washington Group of Questions“</p> <p>2023, Chisinau - Solidarites International „Monitoring, Evaluation, Accountability, and Learning (MEAL) for humanitarian organisations. FCRM tool“</p> <p>2024, Chisinau – Education, Development and Aid Association (E.D.A.) „Fundraising and Donor Engagement“</p> <p>2024, Chişinău – EBA Moldova / USAID “Mentorship Program for associations in the high-value agriculture, viticulture, and tourism sectors“</p> <p>2024, Chişinău – AdTrade Project (UNDP Moldova) “Export Training, Export Accelerator“ - ToT training in the field of export, covering: preparation and decision-making for export, development of an export strategy, analysis of international markets, identification of partners in target markets, and communication planning for launching export activities. Mentorship and development of over 10 complex export plans for entrepreneurs.</p> <p>2024, Chişinău – UNWomen/INOVATRIUM (Timișoara, România), Capacity Building Programme for non-governmental organizations “Public Speaking” “Using generative artificial intelligence tools for project management” “Advocacy” “Conflict Management”</p>
References:	<p><i>Provide names, addresses, phone and email contact information for two (2) references.</i></p> <p>Rufa Mariana – mariana.rufa@eba.md +37378259999</p> <p>Ana Ciurac – ana.ciurac@fee.md +37369176367</p> <p>Sabina Crigan - sabina.crigan@gatewaypartners.eu</p>

Summarise professional experience over the past 20 years in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

From	To	Company / Project / Position / Relevant technical and management experience
2022	Present	<p>Association for Business Formation and Development (AFAD)</p> <p>Project "Export Opportunities for Beneficiaries of the Business Skills Hub", AdTrade Project Phase III Project Funder: UNDP Position: Export activities Consultant, Mentor and Trainer</p> <p>Project "Local Civil Society Contributes to Inclusive and Sustainable Economic Development in Moldova" Project Funder: European Union and Sweden through the East Europe Foundation Position: Project Manager</p> <p>Project: „Strengthening Moldova’s social cohesion and resilience to the Ukrainian refugee crisis” Project Funder: Agence française de développement (AFD), Fondation de France (FDF) through Solidarite International (SI) Position: Project Manager</p> <p>Project:"Strengthening the socioeconomic resilience of women and girls affected by the Ukrainian refugee crisis in Moldova." Project Funder: UnWomen Position: Project Coordinator</p> <p>Project: „Platform for entrepreneurship and employment development” Project Funder: European Union and Sweden through the East Europe Foundation Position: Project Coordinator</p> <p>Project:"Ukrainian refugees and vulnerable Moldovans in Chisinau, Ialoveni and Anenii Noi, Baltiespecially women, achieve economic inclusion, autonomy and resilience" Project Funder: Swiss Cooperation in Moldova through Helvetas Moldova and HEKS - EPER Moldova Position: Project Coordinator</p>
2018	2022	<p>LidoLux SRL Company Director</p>
2008	2018	<p>Metro Cash&Carry Moldova Head of Sales&Customer Relations Departament</p>
2006	2008	<p>Metro Cash&Carry Moldova Customer Development Manager</p>

I, the undersigned, certify that, to the best of my knowledge and belief, this CV is accurate.



Signature of Personnel

18/04/25
Date (Day/Month/Year)