

## PERSONAL INFORMATION

## Ghelbet Angela



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Sex Female | Date of birth 28.05.1977 | Nationality Moldovan

JOB APPLIED FOR  
POSITIONCoordinator Support to the small business Programme in the frame  
of the Advanced cross-river capacities for trade project (AdTrade)

## WORK EXPERIENCE

- September 2001 – present  
Lecturer, Faculty Design and Technology in Textiles and Polygraphy  
Technical University of Moldova, 168 Ștefan cel Mare blvd, Chișinău, MD-2004, Republic of Moldova
- Lectures on Sector economy and entrepreneurship, Labor organization
  - Curriculum development
  - Research
- Business or sector Business consulting
- July 2013 – present  
Project Coordinator  
ProConsulting LLC, Business Advisory Centre NGO, 23/9, Mitropolit Petru Movila Str., of. 1, MD-2004  
Tel/fax: + (373 22) 21-00-89 [www.cca-ngo.org](http://www.cca-ngo.org), [www.proconsulting.md](http://www.proconsulting.md)
- Coordination of project for SMEs support
  - Business plan elaboration
  - Trainings, workshops in business modelling, entrepreneurship, business planning
- Business or sector Business consulting
- February 2019 – May 2019  
Consultant  
Moldovan representation of Chemonics Int.
- Elaboration of the database and the profile of the Light Industry of Moldova
  - Providing the training and coaching service within the Association of Light Industry (APIUS)
- Business or sector Business consulting
- February 2017 – March 2017  
Consultant  
NGO "Business Advisory Center", Chisinau, Project "Strengthening local economic development in  
Moldova" UK Government
- Training and individual consultancy services on the development of the business plan for the members of the agricultural cooperative
  - Training and individual consultancy on access to funding
  - Training and individual consultancy on business registration and development.
  - Mentoring for beneficiaries in the application process to national funding programs and projects
  - Making on-site visits to guide applicants
- Business or sector Business consulting
- September 2017 – December  
Consultant  
Organization For the Development of Small and Medium-Sized Enterprises (ODIMM)



- 2017
- Mentoring for beneficiaries, including from the left bank of the Dniester River who plan the launch of a business in business development (modern technologies, business tools for business development, legal activity specific to the field of activity of the business idea)
  - Individual consultancy for the elaboration of the business plan for beneficiaries, including business need assessment
  - Coaching for newly launched businesses in planning short-term actions and specific steps
  - Guidance on business registration, including selecting the most appropriate organizational-legal form and accompanying the Public Services Agency for the registration of the company (if necessary)
  - Making visits to the venue of the planned entrepreneurial activity of the beneficiary of the Program
  - Monitoring the evolution of the beneficiaries
- Business or sector Business consulting
- July 2018 – November 2018
- Consultant  
NGO "Business Advisory Center", Chisinau, HelpAge International
- Training curricula on entrepreneurial initiation and / or business development in the field of cultivation of vegetables and flowers in protected areas
  - Entrepreneurial initiation also aimed at social entrepreneurship, along with classical business forms
- Business or sector Business consulting
- August 2017 – December 2017
- Consultant  
Association for the Promotion of Entrepreneurship
- Coaching beneficiaries, trainings
  - On-demand consulting services
- Business or sector Business consulting
- January 2010 – December 2012
- Junior Consultant  
"ARIA" SC (Center for Productivity and Competitiveness in Moldova)
- Market studies in different sectors and research, trend forecasting
- Business or sector Business consulting
- August 2005 – December 2008
- Accountant  
"Casa inteligenta" LLC, Chisinau
- Accountancy
- Business or sector Construction

## EDUCATION AND TRAINING

- November 2011 – September 2017
- PhD in Economic Sciences, Faculty of Economic Engineering and Business  
Technical University of Moldova
- Education, Development, Research
- September 1996 – June 2001
- Licensed engineer  
Technical University of Moldova
- Textiles, clothing materials selection, clothing design, clothing technology, flows and garment enterprises design, branch economy, industrial management, industrial marketing
- September 1994 – June 1996
- Tailor Diploma  
Professional Schools no. 28, Balti
- Textiles, garment technology, clothing design, small business/enterprises



**Other education**

- March - June 2018, Perfection course „Use of information media in education”, Technical University of Moldova
- November 2012 - May 2013, Requalification „Pedagogy. Psychology. Alternative teaching methods”, Technical University of Moldova
- October 2009 - January 2010, Training „Entrepreneurship, business marketing, HR, business planning”, Technical University of Moldova
- January 2008, Training Legal aspects of business launching”, Promotion and expansion of entrepreneurial skills Program, Ministry of Economy, ODIMM
- October 2008 - December 2008, Basis of accounting and use of the accounting automation software 1C, „Business Audit Grup” LLC, Chisinau

**PERSONAL SKILLS**

Mother tongue Romanian

**Other languages**

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Russian	C2	C2	C2	C2	C2
English	A2	A2	A2	A2	A2
French	B2	C2	A2	A2	B2

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user  
Common European Framework of Reference for Languages

**Communication skills**

- good communication skills
- excellent moderation and training skills, as a result of the activity in different educational events

**Organizational / managerial skills**

- leadership skills, coordinating skills

**Job-related skills**

- good knowledge of business processes and financial-accounting budget activities

**Digital skills**

- Internet Explorer, Mozilla Firefox, Google Ghrome, MS Windows, MS Office Professional, 1 C

**Training skills:**

- May - July 2019, Trainings for youths on Lean Canvas and Business planning, People in Need Project
- July 2018 – November 2018, Training on entrepreneurial initiation and / or business development in the field of cultivation of vegetables and flowers in protected areas
- NGO "Business Advisory Center", Chisinau, HelpAge International
- February 2017 – March 2018, Trainings for cooperatives and associations of agricultural producers on the business planning and access to funding, NGO "Business Advisory Center", Chisinau, Project "Strengthening local economic development in Moldova" UK Government
- August-September 2017, Training for Developing sustainable business models (Entrepreneurship and psychology of the entrepreneur, Assessing the probability of success of the business idea), Chamber of Commerce and Industry of the Republic of Moldova, Pilot Program Women in Business

**Other skills**

- Tailoring (gained through professional and license training and education programs)
- Use of textile industry equipment and machinery (gained through professional and license training and education programs )
- Embroidery (different styles, self-teaching)

Driving license None

**ADDITIONAL INFORMATION**

Publications – 25, Conferences – 16, Symposiums – 3, Methodical guidelines - 6

