

CURRICULUM VITAE



FAMILY NAME: USURELU
FIRST NAMES: Lucia
NATIONALITY: Republic of Moldova
CIVIL STATUS: Married

ADDRESS: Mail Address (home)	30, Ialoveni str., Chisinau, Republic of Moldova, MD 2070 luciausurelu@yahoo.com
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EDUCATION:

<i>Institution</i>	Academy of Public Administration by the Government of the Republic of Moldova
<i>Date: from month/year – to month/year</i>	September 1994 - May 1996
<i>Degree(s) or Diploma(s) obtained</i>	Diploma Master in Public Administration
<i>Institution</i>	Chisinau Academy for Economic Studies of Moldova
<i>Date:</i>	September 1987- June 1992
<i>Degree(s) or Diploma(s) obtained</i>	Diploma in Economics and Management
<i>Institution</i>	Chisinau College of Finance and Economics
<i>Date:</i>	September 1984- June 1987
<i>Degree(s) or Diploma(s) obtained</i>	Diploma of financier-accountant

LANGUAGE SKILLS:

Indicate competence on a scale of 1 to 5 (1 – low competence; 5 – excellent)

Language	Reading	Speaking	Writing
Romanian	5	5	5
Russian	5	5	5
English	5	5	4
French	4	3	4

KEY QUALIFICATIONS:

- 25 years of practical experience, development and evaluation of key performance indicators (KPIs) against strategic initiatives and business process improvement initiatives, capacity assessment/ building, and training activities of government, UN, EU, USAID, World Bank and NGOs.
- Expert in activity formulation, implementation, coordination, budgeting, financial/activities monitoring & evaluation, and reporting the achievement of program objectives.
- Cluster development” program in the region “SORINTEX designed to create a favorable platform for establishing the cooperation between local and international companies manufacturing clothing and potential local and international textile and apparel supplier;
- Entrepreneurship and acceleration program within Zip House;
- Experience in financial management skills including developing and monitoring budget and financial reports, evaluate all budgets and analyze all costs according to budget and ensure work within appropriate deadline, work with a specific Business Planner on the team to provide analytics and performance reporting on overall trends.
- Official Representative of the Republic of Moldova nominated to the Horizon 2020 Programme Committees Configuration
- Experience in financial management skills including developing and monitoring budget and financial reports, evaluate all budgets and analyze all costs according to budget and ensure work within appropriate deadline.
- Expertise in business consulting, strategic planning, international management, budgeting, financial reporting for consolidations, accounting and taxation system:
- Collaborate with staff and board member’s prepare internal reports and submit status report to senior as required
- Train and provide assistance to all grantees and resolve all tax and administrative issues and recommendation improvement to various system in training elaboration and delivery;
- Provide Business Development Services (BDS)/enterprise development project, integrating women in

business program and fostering a spirit of entrepreneurship and improving competitive positioning among business owners and support institutions like ODIMM

- Consultant in business coaching, business development as Business Incubators and Centers;
- Institutional capacity building experience of NGOs in different areas.

PROFESSIONAL MEMBERSHIPS:

- Member of the Regional Development Council for Regional Development Agency Center.
- National Contact Point – for Widening Participation and Spreading excellence under H2020 at National Agency for Research and Development
- Member of Women in Business Association in Moldova – AFAM since 2013
- Member of Professional Auditors and Accountants Association of Moldova
- Chairman of Administrative Committee –Business Incubator Soroca -2011-2015
- President of International Club Soroptimist –SI Chisinau Club for period 2012-2014

OTHER SKILLS:

- Strong analytical skills; Business development services; Rural infrastructure development and entrepreneurship;
- Excellent business communication skills; a multi-tasker with strong ability to work under pressure
- Full computer literacy: Microsoft Office: MS Word, MS Excel, Power Point, MS Outlook;

PROFESSIONAL EXPERIENCE RECORD:

Date	November 2017- Present
Location	180, Stefan cel Mare bl., office 910 Chisinau MD 2004
Company	ProEntranse
Position	Manager
Description	<p>Project Manager/Consultant/Trainer/</p> <ul style="list-style-type: none"> • Work with a specific Business Planner on the team to provide analytics and performance reporting on overall trends. • Evaluation of project proposals within Local Grants Programme within GIZ short term expert for intervention area 4 in the GIZ project Modernization of local public services; • Evaluation of project proposals within of the National Fund for Regional Development (NFRD) • Techno Textile Hub – Business Center financed by European Union and the Government of Sweden through the East-European Foundation; • Provided general assistance for creation of first Regional Cluster Sorintex in region in the apparel & textile sector; • Bringing Organizations& Network Development (BOND) to higher levels in the Farming sector in Europe under the EU fund H2020Program (Project Manager); • Business Opportunity evaluator performs all duties assigned to evaluator within UNDP Program for Ungheni and Cahul key regions • Elaboration of investment profiles in agri-food sector with the focus on livestock, food processing and canned food; • Youth Training for Efficient Management under the USAID High Value Agriculture Activity (HVVA) Chemonics project; • Developed start-up and scaling cost estimates for supporting business scenarios included in business plans, start-up business offering professional consulting services to the agriculture sector. Accredited by AIPA, and Livada Molodevei Program; Responsible for performing monthly financial reconciliations and forecasts. • Explored potential cost savings from the use of small business incubators available in the Moldova that would support the firm's business strategy and evolutionary needs. • Project proposal evaluator for the Creation of Job Opportunities through Business Support for Youth in the Transnistrian region and the Security Zone Project (UNDP), Moldova • Development of SMEs in regional development the Republic of Moldova by efficiently combining management, marketing, finance and legal

	<p>frameworks;</p> <ul style="list-style-type: none"> Increasing the access potential and the use of financial resources and business opportunities; Assisting in the development of private companies by using the latest methods and working practices; Complex assistance for businesses created by young entrepreneurs and women for STAR for Youth and Women in Business at ODIMM programs ; Providing quality assistance to local public administration in the implementation of rural and regional development projects;
Date	October 2016 – November 2017
Location	1, Piata Marii Adunari., off. 218 Chisinau MD 2033
Company	Competitiveness Enhancement Project II World Bank
Position	Consultant
Description	<ul style="list-style-type: none"> Supporting MoE with the implementation, monitoring and evaluation of the National Strategy of investment attraction and export promotion; Supporting and facilitating necessary dialogue between MoE, line ministries, other public bodies, inter alia MIEPO, investment attraction team under the Prime-minister office, donors and civil society, aiming the coordination of the activities according to the national priorities; Assist the Investment Policy and Competitiveness Department from MoE, the IP's and FEZ's Administrators, attract financial and technical assistance from various donors aiming to develop the IP and FEZ; Assist the FEZ's Administrators and residents in searching for suppliers from among local producers and facilitate establishment of the links between FEZs firms and local economy; <p>Provide support to the MoE to organize workshops, seminars, trainings in the designated segments.</p>
Date	April 2007 – October 2016
Location	180, Stefan cel Mare bl., office 910 Chisinau MD 2004
Company	ENTRANSE Norwegian Project
Position	Project Manger
Description	<p>Manage and develop ENTRANSE Project</p> <p>Establishment and development of Pilot Production Business Incubator in Soroca; Maintain and develop existing and new tenants through planned individual support; Monitor and report on activities and provide relevant management information to Administrative Committee</p> <p>Coordinate and manage national Incubation network platform within 8 Business Incubators;</p> <p>Participating in different level of evaluation committee for business projects, business plans, business ideas and pitches.</p> <p>Promoting entrepreneurship in developing rural areas" Project, Phased 1 (2014-2015) and Phase 2 (2015 - 2016)</p> <p>Creation of Job Opportunities through Business Support for Youth in the Transnistrian region and the Security Zone Support to Confidence Building Measures Programme. UNDP /EU-SCBM funded project. 2015-2016 evaluator for project proposal on small businesses</p> <p>Evaluator for Concursul Național de Business Planuri pentru Tineri, CBP 2015 as a evaluator; Seed Forum Norway as well.</p> <p>Participating in expert meetings with SMEs, international organizations, governmental bodies and NGOs;</p>
Date	January 2006 – April 2007
Location	33/1 Bulgara str., Chisinau
Company	CNFA Moldova USAID project
Position	Grant Finance Manager
Description	Monitor grant status, revisions, new grant agreements, grant termination, pre-

	auditing and reporting, etc. ensure proper supporting documentation for all payments and verify grantee accounting entries, monitor grant expenditures, research expenditure variances against budgets, ensure timely and accurate submission of quarterly financial reports from grantees liaise with Grants Managers and Procurement Manager officer to ensure proper charging of expenses and coordinate project operational impact on existing grant budget, adjustment of the Grant Monitoring System database for recordkeeping of grant funds, impact indicators and information for CNFA needs, provide training to grantee accountants on conversion of MD standard accounting forms to US standard reporting forms.
Date	January 2005-January 2006
Location	86/1 Kogălniceanu str. Chisinau
Company	Terre des Hommes Moldova Swiss Foundation
Position	Financial – administrator officer
Description	prepare financial statements, financial reports, special analyses, and information reports; develop, implement, interpret, and coordinate the application of finance, accounting responsible for company financial reports and contracts (submitted to UNICEF, OSCE, DDC, TDH, other donors and fiscal department); reconsolidating bank and cash accounts (receiving financial reports and controlling the compliance with established procedures and policies
Date	January 2000 –December 2004
Location	162 Stefan cel Mare str. Chisinau
Company	NGO Agency for Consulting, Assistance and Implementation – ACAI Inform,
Position	Financial Management Specialist
Description	Oversee the implementation and operation of the specific financial aspects focusing on agribusiness and financial development projects including farm stores; provide clients with technical assistance and guidance in areas such as revenue and expenditure accounting using IAS methods, providing technical assistant in grant management, preparing financial reports and taxation system in agriculture; conduct regularly scheduled seminars and workshops on financial management issues; consult managers and accountants of a network of 85 farm stores created under the Farm Stores Program, financed by USAID and implemented by American consulting company CNFA Inc.; responsible for company financial reports (submitted to CNFA, EU, SOROS and other donors);
Date	October, 1998 – January, 2000
Location	162 Stefan cel Mare str. Chisinau
Company	Agency for Restructuring Agriculture – ARA, Chisinau
Position	Specialist in financial management
Description	diagnosis and evaluation of economic and financial potential of agricultural enterprises; part-time involvement in elaboration of restructuring & liquidation plans for economic agents; monitoring of the insolvent enterprises; implementation of bankruptcy procedure for agricultural enterprises; training of local specialists to increase professional skills in agricultural reforms, in agriculture taxation, budgeting and accounting;
Date	January, 1998 – October, 1998
Location	162 Stefan cel Mare str. Chisinau
Company	TACIS Project Support to Agency for Restructuring Agriculture ARA, Chisinau;
Position	Specialist in debt management and bankruptcy
Description	Development and elaboration of restructuring & liquidation plans for economic agents which are involved in bankruptcy procedure; implementation of bankruptcy procedure for agricultural enterprises; training of local specialists to increase professional skills in agricultural reforms.
Date	September 1990 – December 1997
Location	2, T. Ciorba str., Nisporeni

Company	JSC "Agroindservice",
Position	Head of Accounting and Finance Division
Description	assist in establish and maintain financial records systems in accordance with generally accepted auditing standards and accounting principles; prepare financial statements, financial reports, special analyses, and information reports; Develop, implement, interpret, and coordinate the application of finance, accounting;
Date	April, 1987 – September, 1990
Location	Nisporeni
Company	State Tax Inspection Office, Nisporeni;
Position	Inspector –auditor and economist
Description	(i) participation in controlling and monitoring of proper tax calculation by economic agents; (ii) advise on incomes and other local taxes.
Part time	November 2011- 2017
Location	Croatia, Zagreb
Company	South East European Center for Entrepreneurship Learning (SEECCL)
Position	Expert on Women Entrepreneurship (WE), Trainer for ToT program
Date	October 2011-present Part timer,
Location	Ialoveni, 5, P.Movila street
Position	Trainer and Mentor
Company	CEDA - Entrepreneurship Education and Development Center

TRAININGS, FELLOWSHIPS AND INTERNSHIPS:

May 30th – June 3rd 2017	Innovative Enterprise Malta 2017, Access to Finance for Research, Innovation and SMEs 2017.
November 8th-30th 2014	Private Sector Growth Strategy International Training Program, Stockholm, Sweden
March 18-22 March, 2013	RTDI evaluation training on SEE region
February 2011- March 2011	Promoting Innovation & Entrepreneurship through incubation program, Ahmedabad, India
February 2010 - March 2010	Production Management for Southeast European Countries, Training and Dialogue Program of the Japan International Cooperation Agency JICA, Sapporo, Japan
September 2008 - October 2008	Training course - General Management for SMEs, organised by Mediterranean Institute of Management, Nicosia, Cyprus.
June 2000 – July 2000	Pparticipating in an international exchange program , Community Connections, where I had an internship in different businesses on developing SMEs in USA Louisville, Kentucky,
October 1998 - December 1998	ACAP Chisinau, Republic of Moldova. Training in the Basis of International system of accounting. Training in the International Standard of accounting
28th July 1997 – 25th September 1997	TACIS Program in Public Administration, Management, Modern Economics, Policy Analyses, Accountability Courses, Training for trainers. Portugal-Lisbon; Belgium-Brussels; Netherlands-Maastricht
April 1997	Seminar on Public Budgeting and Financial Management organized by Virginia Polytechnic Institute & State University, Chisinau Moldova
Athena15th May 1997- 11th June1997	HEPO Program Hellenic foreign trade board. Training in export promotion by progressive methods Greece
May 1996	Netherlands; UNDP Program Leadership and Democracy. Training program in Financial Management

August 1995	SOROS Program training in Public Administration, 2nd Graduate Students Public Administration Training. Czech Republic– Prague
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PARTICIPATION AT SEMINARS/ CONFERENCES THE LAST FIVE YEARS:

16-20 March 2014	Global Delegate - Global Entrepreneurship Congress in Moscow
8-11May 2007	SMEs annual conference on entrepreneurship development in Belgrade, Serbia

PUBLICATIONS:

Step by Step Guide How to Establish a Regional Business Incubator, Chisinau 2013
Step by Step Guide How to Establish a Regional Business Incubator, Chisinau 2012
Taxation for SMEs, guidebook Chisinau 2011
Taxation for SMEs, guidebook Chisinau 2010
Taxation for SMEs, guidebook Chisinau 2009
Taxation for SMEs, guidebook Chisinau 2008
Taxation System in Agriculture, guidebook Chisinau 2006
Taxation System in Agriculture, guidebook Chisinau 2003
Financial Management for Farm Stores Managers and accountants, Chisinau 2002;
Financial Report in agriculture, Chisinau 2001;
Bankruptcy (analyses, synopses, comments), Chisinau 2000;
Public Accounting, Chisinau 1998.

Certification:

I, the undersigned, certify that to the best of my knowledge, these data correctly describe me, my qualifications and my experience.

Lucia USURELU
Name



Signature

10.02.2021
Date