

CURRICULUM VITAE

1. **Family name:** UȘURELU
2. **First names:** Lucia
3. **Date of birth:** August 05, 1969
4. **Nationality:** Republic of Moldova & Romania (double citizenship)
5. **Civil status:** Married
Contacts: +37369322121; email: luciaisurelu@yahoo.com
6. **Education:**

Position for this assignment: Team Leader

Over 30 years of experience in various key positions involving development cooperation, international project management, business development, international tendering procedures.

Proven track record of assignments focused on cluster development and evaluation. Competent in designing evaluation tools, coordinating and caring out qualitative and quantitative analysis.

<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

6.1. Other relevant education:

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
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, organized by Mediterranean Institute of Management, Nicosia, Cyprus.
June 2000 – July 2000	Participating 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
Athena 15th May 1997- 11th June 1997	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

7. Language skills: (Mark 1 to 5 for competence, 1 being the highest)

<i>Language</i>	<i>Reading</i>	<i>Speaking</i>	<i>Writing</i>
Romanian	Native		
Russian	1	1	1
English	1	2	2
French	3	3	3

8. Membership of professional and elected bodies:

- Board Member of the First Regional Cluster SORINTEX in the Textile and Apparel Sector
- 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 Sorooca -2011-2015
- President of International Club Soroptimist –SI Chisinau Club for period 2012-2014

9. 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

10. Present position: ProEntranse

11. Years within the firm: 4

12. Key qualifications (relevant to the applied vacancy):

- 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 favourable 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 analyse 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 analyse 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.

13. Professional Experience Record:

<i>Period:</i>	November 2017- Present
<i>Location:</i>	180, Stefan cel Mare bl., office 910 Chisinau MD 2004
<i>Institution:</i>	ProEntranse
<i>Position:</i>	Project Manager/Consultant/Trainer
<i>Description:</i>	<ul style="list-style-type: none"> ▪ Work with a specific Business Planner on the team to provide analytics and performance reporting on overall trends. ▪ Elaboration of investment profiles in agri-food sector with the focus on livestock, food processing and canned food; ▪ Techno Textile Hub – Business Centre 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) ▪ Promotion of Women' Empowerment Principals WEP's; ▪ Youth Training for Efficient Management under the USAID High Value Agriculture Activity (HVVA) Chemonics project. ▪ Development of SMEs in regional development the Republic of Moldova by efficiently combining management, marketing, finance and legal frameworks; ▪ Providing personalized development solutions by making full use of internal business opportunities; ▪ Increasing the access potential and the use of financial resources; ▪ 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; ▪ Providing quality assistance to local public administration in the implementation of rural and regional development projects; ▪ Organizing study visits abroad and participating in international local exhibitions

<i>Period:</i>	October 2016 – November 2017
<i>Location:</i>	1, Piata Marii Adunari., off. 218 Chisinau MD 2033
<i>Institution:</i>	Competitiveness Enhancement Project II World Bank
<i>Position:</i>	Consultant
<i>Description:</i>	<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;

	<ul style="list-style-type: none"> ▪ 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; ▪ Provide support to the MoE to organize workshops, seminars, trainings in the designated segments.
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<i>Period:</i>	April 2007 – October 2016
<i>Location:</i>	180, Stefan cel Mare bl., office 910 Chisinau MD 2004
<i>Institution:</i>	ENTRANSE Norwegian Project
<i>Position:</i>	Project Manger
<i>Description:</i>	<ul style="list-style-type: none"> ▪ 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 ▪ Coordinate and manage national Incubation network platform within 8 Business Incubators; ▪ Participating in different level of evaluation committee for business plans, business ideas and pitches. ▪ Promoting entrepreneurship in developing rural areas” Project, Phased 1 (2014-2015) and Phase 2 (2015 - 2016) ▪ 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 ▪ Participating in expert meetings with SMEs, international organizations, governmental bodies and NGOs;
<i>Period:</i>	January 2006 – April 2007
<i>Location:</i>	33/1 Bulgara str., Chisinau
<i>Institution:</i>	CNFA Moldova USAID project
<i>Position:</i>	Grant Finance Manager
<i>Description:</i>	<ul style="list-style-type: none"> ▪ 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 form.

<i>Period:</i>	January 2005-January 2006
<i>Location:</i>	86/1 Kogălniceanu str. Chisinau
<i>Institution:</i>	Terre des Hommes Moldova Swiss Foundation
<i>Position:</i>	Financial – administrator officer
<i>Description:</i>	<ul style="list-style-type: none"> ▪ 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.

<i>Period:</i>	January 2000 –December 2004
<i>Location:</i>	162 Stefan cel Mare str. Chisinau
<i>Institution:</i>	NGO Agency for Consulting, Assistance and Implementation – ACAI Inform
<i>Position:</i>	Financial Management Specialist
<i>Description:</i>	<ul style="list-style-type: none"> ▪ 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, prepare 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 USAD and implemented by American consulting company CNFA Inc.; ▪ Responsible for company financial reports (submitted to CNFA, EU, SOROS and other donors);

<i>Period:</i>	October, 1998 – January, 2000
<i>Location:</i>	162 Stefan cel Mare str. Chisinau
<i>Institution:</i>	Agency for Restructuring Agriculture – ARA, Chisinau
<i>Position:</i>	Specialist in financial management
<i>Description:</i>	<ul style="list-style-type: none"> ▪ 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.

<i>Period:</i>	September 1990 – December 1997
<i>Location:</i>	2, T. Ciorba str., Nisporeni
<i>Institution:</i>	JSC “Agroindservice”
<i>Position:</i>	Head of Accounting and Finance Division
<i>Description:</i>	<ul style="list-style-type: none"> ▪ 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;

<i>Period:</i>	April, 1987 – September, 1990
<i>Location:</i>	Nisporeni
<i>Institution:</i>	State Tax Inspection Office, Nisporeni
<i>Position:</i>	Inspector –auditor and economist
<i>Description:</i>	<ul style="list-style-type: none"> ▪ Participation in controlling and monitoring of proper tax calculation by economic agents; ▪ Advise on incomes and other local taxes.

<i>Period:</i>	November 2011- 2017 (part – time)
<i>Location:</i>	Croatia, Zagreb
<i>Institution:</i>	South East European Center for Entrepreneurship Learning (SEECCL)
<i>Position:</i>	Expert on Women Entrepreneurship (WE), Trainer for ToT program
<i>Description:</i>	Responsible for training and mentoring women in business in the Balkan countries, Turkey and Moldova

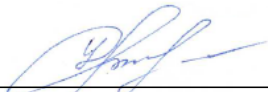
<i>Period:</i>	October 2011- 2017 (part time)
<i>Location:</i>	Ialoveni, 5, P.Movila street
<i>Institution:</i>	Trainer and Mentor
<i>Position:</i>	CEDA - Entrepreneurship Education and Development Centre

14. Publications:

- Promoting Women Entrepreneurship in Eastern Europe, Chisinau 2017 ELF
- Bookkeeping for the agriculture sector, Chisinau 2013 Co-author
- 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.

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe my qualifications, my experiences, and other relevant information about myself.

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 Signature of Personnel

10 January 2022

 Date (Day/Month/Year)