



Europass Curriculum Vitae

Personal information

First name(s) / Surname(s) **Bianca- Petronela Igarelu**
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E-mail **Bianca_igarelu@noi-orienturi.com**
Nationality **Romanian**
Date of birth **24.05.86**
Type of business or sector **Service learning**

Work experience

Dates **April 2009- present**
Occupation or position held **Project managers asistent**
Main activities and responsibilities
Name and address of employer **New-Horizons NGO , Lupeni , Hunedoara**

Dates **April 2006- 2008**
Occupation or position held **HR – vicepresident , 2007-2008
Recruitments coordinator 1 .10.2006-15.11.2006**
Name and address of employer **BEST Timisoara, TImis**

Trainings

Dates **Octombrie 2008 – prezent**
Name and type of organisation providing education and training **University Petroşani , Master degree in Social Politics**

Dates **2005 – 2008**
Name and type of organisation providing education and training **Univesity « Politehnica » Timisoara , Public Administration**

Dates **2001-2005**
Name and type of organisation providing education and training **HighSchool in Informatics » Petrosani**

Personal skills and competences

Mother tongue(s) Romanian

Other language(s) **English**

Self-assessment
European level ()*

English
Itakian

Understanding		Speaking		Writing
Listening	Reading	Spoken interaction	Spoken production	
Good	Good	Medium	Medium	good
BASIC	BASIC	BASIC	BASIC	BASIC

Social skills and competences

-Team work: I have worked in various types of teams , with different students , different cultures

- Mediating skills: I work on the borders between young people, youth trainers, youth policy and public institutions, and companies, for example running JobShop

- Intercultural skills: I am experienced at working with students from all Europe from technical Universities .

Organisational skills and competences

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I've discovered and consolidate my organisational skills Working at BEST Timisoara.

Being Vice president of Human Resources was great , I learned a lot about planning my time , planning activities , communication and especially about humans, and in the same time it was challenging because in NGO people come and go like they want to.

Computer skills and competences

Internet, Microsoft Office , ((Exel, Word,Power Point)

Other skills and competences

Between 2006 – 2008 I participated to many trainings like:
Time management , Negotiation, Team Building and Communication, Project Management,
Facilitation, Presentation Skills.

Driving licence

B- category