

CURRICULUM VITAE

Name **CHIRIAC CRISTIANA**

Address Bucuresti

Telephone

e-mail

Nationality

WORK EXPERIENCE

Period July 1995 - to date

Employer's Name and Address Ministry of Energy, Medium and Small Enterprises and Business Environment

Job title or position held July 1995 - 2007 Counsellor
2007 - November 2011 Head of Service – Directorate General of Legal and Institutional Relations (Rom. DGJRI)
Nov. 2011 - to date; Legal Adviser DGJRI
1997-1995 - Kinescopes Enterprise (Rom. Intreprinderea de Cinescoape), Electrofar Unit; S.C. Luxten S.A. - Head of workshop; S.C. Luxten S.A. – project manager

Type of business and the business sector Endorsement of normative acts, contracts, legal counselling

Job title and position held Legal adviser

Main activities and responsibilities

- Proposes for execution the draft normative acts initiated by the specialized directions resulted from the Government meetings, from the government program and the Ministry of Energy, Medium and Small Enterprises and Business Environment, from the laws enabling the Government to issue ordinances along the parliamentary vacation and from the legislative program advanced for the provision of the application of the Government policy in the related activity area, as well as for the improvement of the legislative framework;

- participates to the work meetings organized at the level of the Ministry of Energy, Medium and Small Enterprises and Business Environment upon the request of the direction's management;
- analyses the draft normative acts promoted by the specialized directions by virtue of law and in compliance with the normative acts in force;

- provides expert advice and assistance in the preparation of the documents relevant for institution representation, for defending the rights and conformant interests thereof in relation to the public authorities, institutions of any kind and any other legal or natural person, Romanian or foreign.

**EDUCATION AND
FORMATION**

Period 2009-2010 Postgraduate Study - Contentious Administrative “Legal Career”

Name and type of the educational establishment and organization providing training “Dimitrie Cantemir” University

Title of qualification/ diploma awarded

Classification Standard of the educational/training form Diploma

Period 1999-2004

Name and type of the educational establishment and organization providing training Faculty of Law and Sociology, “Transilvania” University, Brasov

Studied

Domain/Occupational

Aptitudes

Title of qualification/ diploma awarded Bachelor of Arts (Law)/ Bachelor’s Degree: June 2004

Classification Standard of the educational/training form University Studies

Period 1972 – 1977

Name and type of the educational establishment and organization providing training Bucharest University of Polytechnics - Chemical Engineering Faculty, TSCO specialization; engineer diploma

Studied

Domain/Occupational

Aptitudes

Title of qualification/ diploma awarded

Classification Standard of the educational/training form

PERSONAL SKILLS AND COMPETENCES acquired throughout life and career, which are not necessarily acknowledged by a certificate or diploma

- Professional training program “Expert in application of the harmonized legislation in industry and commerce” – 2006
- Professional training program “The Legal Adviser in the EU Accession Context” – 2005
- Member of the Legal Advisors College, legal advisor 2005
- Audit of the administrative acts compliance by way of the contentious administrative - 2004 National Institute of Administration
- The Conformity Assessment System - Federal Institute for Mineral Research and Testing - BAM; 2001
- Management courses – Priceton University Boston - 1991

Native Language

Romanian

Known Foreign Languages

*reading skills

English: good/good/good

*writing skills

French: good/good/good

* speaking skills

Skills and Competences

Interpersonal communication skills;
Resistance to intellectual effort;
Negotiator Skills;
Team Spirit;
Analysis and Organization Capacity;
Perseverance;
Responsibility;
Intuition.

Skills and Competences

PC MC Office (Word) - graduated the computer operators course

Driving Licence

B category