

CURRICULUM VITAE

Personal Information

First Name/Last Name **Gheorghe Roxana Elena**

Occupation and work place **S.C. ELECTRICA FURNIZARE S.A.**

Work Experience

Period

2014-present –Commercial Operations Manager at S.C. ELECTRICA FURNIZARE S.A. Bucuresti

28.11.2013 - to date - member of the Board of Administration of S.C. CONPET S.A. Ploiesti

10.04.2003 – 29.09.2014 - Chairman of the Board of Administration of S.C. NEPTUN S.A. Campina

2011 – 30.09.2014 – Deputy General Director at S.C. PALTINU S.A. Campina

2005 - Sept. 2014 - Administrator and General Director of Neptun Trading SRL Campina

Jan 2005 – Dec. 2014 – Chairman of the Board of Administration S.C. SOCERAM S.A. Bucuresti

2009 – Sept.2014 - Chairman of the Board of Administration of HIDROTEHNICA S.A. GALATI

2007 - 2013 - Counsellor at S.C. ELECTROUTILAJ S.A Campina

2004 - 2005 General Director of Metaleuroest S.R.L. Campina

2003 - 2004 Chairman of the Board of Administration MEDIMFARM S.A. Ploiesti

2000-2004 - Commercial Manager, S.C. METALEUROEST S.R.L. Campina

1997 - 2000 Economist, S.C. METALEUROEST Campina

Job Title or Position held

Commercial Operations Manager; General Director, Chairman of the Board of Administration, Commercial Manager, Controller, Economist, Counsel.

Main Activities and Responsibilities incurred by the positions held in the professional activity

- Drafting the procurement procedures under EGO 34, the procurement internal procedural norms, the scopes of work, coordinating the procurement activity, settling the auction procedures, tracking the compliance with the contractual terms;

defining and implementing the socio-economic policy of the firms.

- Company representation in relation to natural and legal third parties in compliance with the empowerment granted by the GMS;
- Management, organization and provision of the operation of the administered companies with utmost effectiveness by way of drafting the development strategies, identifying opportunities, engaging the necessary financial, technological and human resources; coordination of the strategic planning of the financial resources, administration of the fixed assets, fiscal capital – by observing the organizational business plan;
- Coordinating the marketing, technical, financial accounting, human resources activities;
- Settlement of the company general objectives and monitoring, on quarter/biannual/annual basis the state of achievement of the objectives;
- Approval and tracking the execution of the income and expenditure budgets;
- Identification of the business opportunities, monitoring of the specific market and identification of the development opportunities, analysis of the legislative, financial, technological and social opportunities/constraints of the company business environment, identification of the means to develop the services rendered by the company in compliance with the market tendencies, identifying and attracting the resources necessary to implement the new business ideas;
- Coordinating the electric power procurement activity by OPCOM, on Next Market Day (ROM. PZU) and by bilateral contracts; management of the electric power contracts (wholesale market, PCCB procedure, PZU, procurement and supply under regulated and negotiated regime, high efficiency co-generation – bonus award and collection), sale and buy of green certificates; management of the market equilibrium; conclusion of participation conventions at PE, PZU, PVC, bidding and operating the IT platforms specific to the Power Energy Market (PZU, PCCB-N, Equilibrium Market).
- Preparing the documentation to ANRE (Romanian Energy

Regulatory Authority) and obtaining authorizations and licenses for electric power supply, production and gas supply. Drafting the documentation needed for obtaining accreditations for co-generation bonus in the production of the electric power by co-generation.

Employer's Name and Address

S.C. ELECTRICA FURNIZARE S.A. Bucuresti

S.C. CONPET S.A. PLOIESTI

S.C. PALTINU S.A. Campina

S.C. NEPTUN S.A. Campina

S.C. SOCERAM S.A. Bucuresti

S.C. METALEUROEST S.R.L. Campina

Activity Type or Area

PROCUREMENT, TRADE, Structural Funds, CONTROLLER, Administrative, Financial - Accounting, Internal Audit, Human Resources;

Education and Training

Period

2014 - PUBLIC PROCUREMENT EXPERT Certification – Ministry of Education

2010 - PROJECT MANAGER STRUCTURAL FUNDS Certification – Prahova Chamber of Industry and Commerce

2009 - Accessing programs financed by the administration of the Environment Fund - Bordun Tehnologica

2007 - 2008 – PROFICIENT MANAGEMENT – CODECS THE Open University

2004 - HUMAN RESOURCES INSPECTOR Certification - Prahova Chamber of Industry and Commerce

2002 - Business Science in Trade Management – Perfect Service

1997 - PRO MANAGEMENT Bucuresti - Computer-assisted management accounting

1992 -1997 ACADEMY OF ECONOMIC STUDIES, Bucharest, Faculty of Commerce - Economics, majoring in Tourism-Services, University Degree in Economic Sciences

Title of qualification/diploma awarded

1987-1991 High school no. 3 Campina, the Electro-technical Department University Degree in Economic Sciences; Human Resources Inspector Certification; Project Manager Certification; Public Procurement Expert Certification

Studied
Domain/Occupational
Aptitudes

Proficient Management, Human Resources, Business Science in Trade
Management; Economic Sciences

Name and type of
organization providing
education and training

The Open University CODECS; PRAHOVA Chamber of Industry and
Commerce, Perfect Service Bucharest; Ministry of Education; Bucharest
Academy of Economic Studies

**Personal Skills
and Competences**

English Language

Social skills and
competences

PR competences (social competence, good communication skills), loyalty,
team spirit;

Married, 2 children.