

**Curriculum vitae
Europass**

Personal information

First name(s) / Surname(s) **RACOLTA-PAINA Nicoleta Dorina**
Address(es) 7 Rasinari Street , ap. 22, cod 400457, Cluj-Napoca, Romania
Telephone(s) - Mobile: -
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E-mail nicoleta.paina@ubbcluj.ro
Nationality Romanian
Date of birth 9 October
Gender F
Desired employment /
Occupational field

Work experience

Dates From April 2013 – present
Occupation or position held Associate professor
Main activities and responsibilities Teaching and research activities
Name and address of employer Faculty of European Studies, Babes-Bolyai University Cluj-Napoca, Romania
Type of business or sector Education
Dates from March 2002 – to March 2013
Occupation or position held Senior Lecturer
Main activities and responsibilities Teaching and research activities
Name and address of employer Faculty of European Studies, Babes-Bolyai University Cluj-Napoca, Romania
Type of business or sector Education
Dates from October 1998 – to February 2002
Occupation or position held Lecturer
Main activities and responsibilities Teaching and research activities
Name and address of employer Faculty of European Studies, Babes-Bolyai University Cluj-Napoca, Romania
Type of business or sector Education

Perioada	from October 1996 – to September 1998
Occupation or position held	Graduate assistant
Main activities and responsibilities	Teaching and research activities
Name and address of employer	Faculty of European Studies, Babes-Bolyai University Cluj-Napoca, Romania
Type of business or sector	Education
Educational training	
Dates	2011
Qualification / diploma	Project manager (nr. R38)/Certificate of professional competences
Main studies discipline / professional competencies acquired	<ul style="list-style-type: none"> - Determining the scope of the project; - Determining the management requirements of the project; - Planning project activities and steps; - Project costs and operational resources uses; - Project acquisition procedures; - The management of risks; - Project team management; - Project management communication; - Project quality management.
Name and type of organisation providing education and training	CNFPA, Centrul Regional de Formare Profesională a Adulților Cluj
National or international qualification levels	
Date	2010
Qualification / diploma	Trainer (Cod COR 241205)/Graduate certification
Main studies discipline / professional competencies acquired	<ul style="list-style-type: none"> - Preparing the training; - Sustaining the training activities; - The evaluation of the training participants; - The use of special training methods and procedures; - The marketing of training; - The projection of programs of training; - The organization of training programs and stages; - The evaluation, revision and quality assurance of training programs and stages.
Name and type of organisation providing education and training	SC Centrul de Informatică Minieră SA Cluj-Napoca
National or international qualification levels	

Date	2010
Qualification / diploma	Quality auditor (Cod COR 242303)/ Graduate certification
Main studies discipline / professional competencies acquired	<ul style="list-style-type: none"> - Communication; - Teamwork; - The improvement of professional education; - Analysis and evaluation of quality system; - The gathering and organizing the information; - The management of audit; - Analysing the documents and writing the report; - Writing the documents related to the audit activity; - Writing the audit report; - Planning the audit activities.
Name and type of organisation providing education and training	SC TQA SERVICES SRL.
National or international qualification levels	
Dates	1997 - 2002
Qualification / diploma	PhD in Management
Main studies discipline / professional competencies acquired	The title of the PhD thesis: Management - Marketing: Culture, Organization and Making-Decisions Interference
Name and type of organisation providing education and training	Faculty of Economics, Babes-Bolyai University Cluj-Napoca, Romania
National or international qualification levels	Doctorat
Date	1999
Qualification / diploma	Pedagogical Module / Graduate certification
Main studies discipline / professional competencies acquired	<ul style="list-style-type: none"> - Educational psychology; - Pedagogy; - The methodology of teaching; - Pedagogical practice.
Name and type of organisation providing education and training	Department of teaching Training. Faculty of Psychology and Educational Sciences, Babes-Bolyai University Cluj-Napoca, Romania
National or international qualification levels	
Dates	1991- 1996
Qualification / diploma	Economist
Main studies discipline / professional competencies acquired	Marketing specialization

Name and type of organisation providing education and training Faculty of Economics, Babes-Bolyai University Cluj-Napoca, Romania

National or international qualification levels Higher education diploma

Dates 1987-1991

Qualification / diploma High-school

Main studies discipline / professional competencies acquired Mathematical - Physics specialization

Name and type of organisation providing education and training The High School Emil-Racovița, Cluj-Napoca, Romania

National or international qualification levels High-school diploma

Personal skills and competences

Mother tongue(s) Romanian

Other language(s)

English

Self-assessment

European level

English

Understanding		Speaking		Writing
Listening	Reading	Spoken interaction	Spoken production	
C2	C2	B2	B2	C 2

Social competencies and abilities International experience: I won scholarships and I participated in exchange programs (in Belgium, Italy, Germany, the UK and the US). ERASMUS teaching staff mobility, april 2018, at the Saxion University of Applied Sciences, Enschede, Netherlands.
Communication skills;
Work team abilities.

Organizational competencies and abilities Planning, organizing, coordinating skills.

Computer skills and competencies Microsoft Office (Word, Excel, Powerpoint)
SPSS
Internet explorer

Driving license Yes, B category, from 1991

Additional information

Annexes

List of recent publications.

Date,
15.10.2018

Signature,
Racolța-Paina Nicoleta Dorina