


Curriculum vitae	
Personal Information	
First name/Surname	Cristina Denissa Dumitrescu
Address	19 Ion Țuculescu Street, Bucharest, sector 3
Telephone	0723.077.234
E-mail	denissadumitrescu@gmail.com
Nationality	Romanian
Data of birth	07.10.1977
Job applied for position	VP Training and Certification, Volunteer, PMI RO
Work experience	
	<i>January 2014 – present</i>
<i>Job description</i>	Senior Project Manager / IT Department /Cybersecurity
<i>Responsibilities</i>	<ul style="list-style-type: none"> • Coordinating internal and external projects in the financial services field (insurance, capital markets or private pension sectors) applying the PMI Methodology or the EU Methodology: <ul style="list-style-type: none"> ○ Elaborating and implementing the project management methodology (change management procedure) in ASF; ○ legislative projects – transposition of several directives in the national legislation – Insurance Distribution Directive, Solvency II – tool for collection and validation of the market data; supervisory manual); ○ IT projects – implementation of the IT infrastructure (Data Center, document management application, training); Business Continuity Plan; a single platform for the authorization process; DW/BI ○ Projects using the EU methodology (technical assistance from the World Bank in order to consolidate the supervision function on the capital markets in Romania – project financed by European funds). • Ensuring the management methodology is properly applied: <ul style="list-style-type: none"> ○ Ensuring the projects are scoped, initiated and approved according to the required management standards (project management internal procedures, PMI procedure, EU/WB procedures, the institution strategic objectives) ○ Ensuring the projects are planned, executed and implemented in accordance with the agreed scope, approved milestones, WBS, dependencies and assumptions ○ Ensuring the proper documentation for projects (plan, risks, issue log, planned actions) and the management information (progress reports, management reports, status etc) ○ Ensuring the appropriate meetings are held and the outputs are distributed to the relevant persons (presentations to the team and management, steering committees, discussions, analysis, conclusions) ○ Discussions and communication with the project stakeholders; ○ Ensuring the project work is using the standards, templates and framework required; ○ Identifying and analyzing the possible risks and issues that could impact the activities of the project, resolve or escalate them as required ○ Help and support for the functional managers (learning how to use and complete the proper documentation for projects; discussions about the impact of the project on the business activities) ○ Ensuring the closing proper documentation for projects (closing reports, final acceptance, monitoring the contract fulfilment) • People support: <ul style="list-style-type: none"> ○ Supporting my colleagues in understanding the management methodology, finding opportunities (like PMI workshops, presentations) for developing a proper management career; ○ Finding opportunities for the team members to develop their careers (for example the Business Analysis training for the IT colleagues) ○ I win people's confidence and I'm able to make people work together
Employer	Financial Supervisory Authority (ASF)
Sector	Financial sector

	March 2011 – January 2014
<i>Job description</i>	Head of Office – Implementation of Projects with External Funds
<i>Responsibilities</i>	<ul style="list-style-type: none"> Managing projects within the scope, time, budget and resources in accordance with the management procedures used by each donor (Phare, European funds, World Bank, Swiss grants) Identifying solutions for financing the institution needs: collecting the requirements from business, drafting the requested documentation – terms of references, project fiche, technical project reports, monitoring reports, budgets etc. Communication and meetings with the relevant institutions and organizations (European Fund Ministry, Public Administration Ministry, Finance Ministry, European Commission, World Bank Office in Romania); Monitoring the engagements of the institution in the relation with the European Commission and International Monetary Fund (under DPL – development Policy Loan) Being involved, as volunteer, in the European Securities and Markets Authority assessment activities (Monitoring Panel – for assessing the supervisory procedures applied for the European authorities in the MiFID field, especially regarding the advertising materials used when they promote financial products)
<i>Employer</i>	Financial Supervisory Authority (ASF)
<i>Sector</i>	Financial sector
	January 2003 – March 2011
<i>Job description</i>	Head of Office - European Integration Office, European Integration and International Relations Department
<i>Responsibilities</i>	<ul style="list-style-type: none"> Implementing and monitoring Phare projects (Phare 2004, 2006, 2008 – more than 1 mil Euro/each – scope: implementation of the EU Directives on capital markets, tool for electronic supervision, study visits); Monitoring the engagements of the institution in relation with the European Commission/ International Monetary Fund/World Bank Preparing specific documents for the European integration purpose (Negotiating Chapters – Free Movement of services, Free movement of capitals, Economic and Monetary Union) Member in working groups at the European level for analyzing and drafting the European legislation: MiFID, PRIIPS (disclosure regime for retail investment products), AMLD (anti money laundering).
<i>Employer</i>	Romanian National Securities Commission
<i>Sector</i>	Financial sector
	March 2001 – January 2003
<i>Job description</i>	Junior expert, European Integration and International Relations Department
<i>Responsibilities</i>	Preparing specific documents for the European integration purpose (Phare documentation, legislative analysis) and communication with the relevant stakeholders
<i>Employer</i>	Romanian National Securities Commission
<i>Sector</i>	Financial sector
	November 2000 – March 2001
<i>Job description</i>	Insurance inspector
<i>Responsibilities</i>	Management of the insurers portfolio
<i>Employer</i>	Societatea de Asigurare - Reasigurare Ardaf
<i>Sector</i>	Financial sector/Insurance
Education and Training	
	1996 - 2000
	Finance and Banks graduated
<i>Professional competencies</i>	Finance / Insurance/ Banks and Stock Exchanges
	Bucharest Academy of Economic Studies Bucharest
	Bachelor diploma
	1991 - 1996
	Pedagogy/Psychology
	Liceul Pedagogic/Școala Normală Focșani

	High School Diploma
Professional certifications	<p>PMP (Project Management Professional Certification) no. 3235822 PMI member (Project Management Institute), since 2014</p> <p>Member of Board of Directors - PMI Romania Chapter</p> <p>Project Manager - European structural funds projects Project Evaluator - European structural funds projects European Funds Expert Phare Project Cycle Management Business Analysis (BABOK) course Train the Trainers Teacher</p>
Personal competences	
Foreign language	English
Organizational / managerial skills	<ul style="list-style-type: none"> • good communication skills gained through my experience (working with different teams and organizations) • good manager • good coordinator of teams • computer skills - Microsoft Office (Word, Excel, Power Point, Access, Outlook)