

Curriculum Vitae



Personal information

Surname(s) / First name(s) **LILIANA IOSIF**

Telephone(s)

E-mail liliana.iosif@unitbv.ro

Date of birth

Work experience

Dates

2021 – 2026

Universitatea Transilvania din Brasov

Facultatea de Sociologie si comunicare

Asociate Lecturer

Politici de ocupare a fortei de munca, Resurse Umane, An III

Dates

01.05.2005 – prezent

Name and address of employer

MASPEX ROMANIA SRL

Valenii de Munte, Romania

Occupation or position held

Administrative & Human Resources Director

Dates

01.09.2001 – 30.04.2005 (4 years)

Name and address of employer

LA FESTA INTERNATIONAL

Bucharest, Romania

Occupation or position held

Administrative & Human Resources Manager

Main activities and responsibilities

Managing departments: Administrative, HR, IT, Work Health and Safety;

Dates

01.10.1998 – 30.08.2001 (3 years)

Name and address of employer

LA FESTA INTERNATIONAL

Bucharest, Romania

Occupation or position held

Administrative Manager

Main activities and responsibilities

Managing of Administrative Department

Dates

01.10.1996 – 30.09.1998 (2 years)

Name and address of employer

HAREX TRADING

Bucharest, Romania

Occupation or position held

HR Specialist

Education

Dates
Name and type of organization providing education and training
Level in national or international classification

2024 –
UNIVERSITATEA VALAHIA din Targoviste
Scoala Doctorala de Stiinte Economice si Umaniste (IOSUD)
Doctorat Management

Dates
Name and type of organization providing education and training
Level in national or international classification

2012
THE CHARTERED INSTITUTE OF PERSONNEL AND DEVELOPMENT
London, UK (CIPD)
Diploma in HR Practice

Dates
Name and type of organization providing education and training
Level in national or international classification

2005 – 2010
UNIVERSITY OF BUCHAREST
Faculty of Letters
Social communication and public relations (BA Degree)

Dates
Name and type of organization providing education and training
Level in national or international classification

2004 – 2008
TITU MAIORESCU UNIVERSITY OF BUCHAREST
Faculty of Law
Law (BA Degree)

Dates
Name and type of organization providing education and training
Level in national or international classification

2003 - 2004
THE OPEN UNIVERSITY BUSINESS SCHOOL (CODECS)
The Professional Certificate in Management
Certificate in Management

Dates
Name and type of organization providing education and training
Level in national or international classification

1992 - 1997
UNIVERSITY OF AGRONOMIC SCIENCE AND VETERINARY MEDICINE
BUCHAREST
Faculty of Land Reclamation and Environmental Engineering
Environmental Engineering (BA Degree)
Postgraduates studies

Other courses

Global Career Development Facilitator (GCDF) – EBCC Certificate (CCE)
Diploma - **Employer Branding Professional (2020)**
Certificate – **Labour law expert (2019)**
Definitive Legal Adviser - Prahova
Proledeas, Bucharest – **Psychological evaluation in the process of employees recruiting and selection (CPI 260);**
Faculty of Communication and Public Relations “David Ogilvy” Bucharest - **People and human resource management;**
HSEQ, Ploiesti – **Specialist in work health & safety;**

Self-assessment
European level ()*
English
Russian

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
X	C1	X	C1	X	C1	X	C1	X	C1
X	A2	x	B1	X	A1	X	A1	X	A2

(*) Common European Framework of Reference for Languages

Social skills and competences

Experienced in communicating with employees and authorities, organized person, problem-solving attitude, awareness of multicultural diversity issues, team-player, strong empathy, positive thinking.

Organizational skills and competences	Excellent organizational skills and experience in administrative tasks, good experience in project management and team coordination, capably to manage multiple priorities and tasks under tight deadlines.
Technical skills and competences	Knowledge in psychological assessment and psychometric techniques (CPI260), excellent computer proficiency.
Computer skills and competences	Microsoft Excel, Microsoft Word, PowerPoint, Wiz-salary, SAP-HR.
Other skills and competences	Hobby: traveling, reading, photography.
Driving license	B