

**Curriculum vitae
Europass**

**PERSONAL
INFORMATION**

Surname(s)/ First name(s) **Cimpeanu Nicolae**

Nationality **Romanian**

WORK EXPERIENCE

Period of time	2018 – present
Name of employer	OMV PETROM Global Solutions SRL
Type of business or sector	Building Administration Asset IX Property Management & Buildings Corporate Real Estate Management
Occupation or position held	Administrative Coordinator
Period of time	May 1, 2018
Name of employer	Ministry of Energy Oil TERMINAL Constanta SA
Type of business or sector	Board of Directors
Occupation or position held	Director in the Board of Directors Chairman of the Audit Committee
Period of time	2017-2018
Name of employer	OMV PETROM
Type of business or sector	Production Area IX Moldova Sud
Occupation or position held	Head of Administration Office
Main activities and responsibilities	In accordance with the job description
Period of time	2008-2018
Name of employer	OMV PETROM Bucuresti
Type of business or sector	Field Cluster 03 / Torcesti – Burcioaia – Barbuncesti
Occupation or position held	Head of Administration Office Head of Fleet Security Inspector Classified Documents Inspector
Main activities and responsibilities	In accordance with the job description
Period of time	2006-2008
Name of employer	PETROM Bucuresti
Type of business or sector	Baicoi Operating Area, Berca Work Point
Occupation or position held	Coordinator of the In-house Services Department Classified Documents Inspector, Civil Protection Inspector

Main activities and responsibilities	In accordance with the job description
Period of time	1990 - 2006
Name of employer	RA PETROM Bucuresti
Type of business or sector	Berca Unit
Occupation or position held	Classified Documents Inspector / Civil Protection Inspector / Responsible for on the job mobilization (Ministry of National Defence – M.L.M)
Main activities and responsibilities	In accordance with the job description
Period of time	1990 - 2017
Name of employer	PETROM Bucuresti
Occupation or position held	Berca Petroleum Production Unit Gas Operator / Oil Operator / Receiver – Distributor / Tools Reconditioner
Period of time	1986 - 1990
EDUCATION AND TRAINING	
Period of time	2007 - 2010
Name and type of institution providing education and training	Spiru Haret University in Bucharest
Main subjects/occupational skills	Economics
Period of time	1998 - 2001
Name and type of institution providing education and training	Ministry of Education Grup Scolar Industrial Buzau
Main subjects/occupational skills	Auto Mechanic Foreman
Period of time	1982 - 1986
Name and type of institution providing education and training	Industrial Petroleum High-School Berca
Main subjects/occupational skills	Extraction Operator / Driller
Period of time	August 24 -28, 2015
Name and type of institution providing education and training	3T TRAINING TEAM BUCURESTI
Main subjects/occupational skills	Protection of national classified information, INFOSEC and communication techniques
Period of time	September 16 – 20, 2013
Name and type of institution providing education and training	3T TRAINING TEAM BUCURESTI

Main subjects/occupational skills	Management of protection of national, NATO and European Union classified information,
Period of time	1998 – 2001
Name and type of institution providing education and training	Grup Scolar Industrial Buzau
Main subjects/occupational skills	Auto Mechanic Foreman
Period of time	1982 – 1986
Name and type of institution providing education and training	Liceul Industrial de Petrol Berca
Main subjects/occupational skills	Extraction Operator / Driller
Period of time	August 24 -28, 2015
Name and type of institution providing education and training	3T TRAINING TEAM BUCURESTI
Main subjects/occupational skills	Protection of national classified information, INFOSEC and communication techniques
Period of time	September 16 – 20, 2013
Name and type of institution providing education and training	3T TRAINING TEAM BUCURESTI
Main subjects/occupational skills	Management of protection of national, NATO and European Union classified information
Period of time	June 15 – 25, 2010
Name and type of institution providing education and training	Ministry of Labour
Main subjects/occupational skills	Health and Safety at Work Inspector
Period of time	September 10 – 17, 2009
Name and type of institution providing education and training	PETROM SA
Main subjects/occupational skills	SAP MM Training
Period of time	April 10 – 11, 2008
Name and type of institution providing education and training	Petrom SA Bucuresti
Main subjects/occupational skills	Communication and Management of Documents Training

Period of time	June 18 – 22, 2007
Name and type of institution providing education and training	3T TRAINING TEAM
Main subjects/occupational skills	Critical Infrastructure Security Management
Period of time	December 11 – 15, 2006
Name and type of institution providing education and training	3T TRAINING TEAM BUCURESTI
Main subjects/occupational skills	Management of industry terrorism consequences. Romania's Energy Security Issue
Period of time	August 27 – 31, 2006
Name and type of institution providing education and training	3T TRAINING TEAM
Main subjects/occupational skills	Petroleum Industry Security and Romania's Energy Security Issue
Period of time	September 27 – 31, 2005
Name and type of institution providing education and training	Bussines Scope Bucuresti
Main subjects/occupational skills	HESQ AWARENESS TRAINING PROGRAM
Period of time	October 04 – December 31, 2004
Name and type of institution providing education and training	Agip Group Bucuresti
Main subjects/occupational skills	Security Guard
Period of time	April 23 – 27, 2001
Name and type of institution providing education and training	ICPT Cimpina
Main subjects/occupational skills	Document processing /editing using Microsoft Word Applications
Period of time	November 18, 1996 – January 13, 1997
Name and type of institution providing education and training	ON LINE SERVICE SRL Buzau
Main subjects/occupational skills	Introduction to Windows architecture and operating systems

PERSONAL SKILLS AND COMPETENCES

Gained during life and career, not necessarily

certified by certificates or diplomas

- Dynamic person, highly sociable, communication, team work, mediation of conflicts, optimism, confidence, responsibility, work under stress conditions, punctuality, attention to details, visual memory, fair and friendly attitude towards clients
- Coordination of different activities in the field of economics, strategic planning of work responsibilities, accurate evidence of work documents
- Ability to analyse and synthesize in order to quickly solve problems

Mother Tongue

Romanian

Other languages

English Language

Reading – beginner

Writing – beginner

Speaking - beginner

SOCIAL SKILLS AND COMPETENCES

Ability to work and cohabitate together with others, in multicultural environments, in situations in which communication and team work are essential (e.g. in cultural or sports events) etc.

- Ability to work in a team, to organize and plan
- Availability for urgent matters, extra work and extended working hours
- Constant will to learn, perseverance and tenacity

ORGANIZATIONAL SKILLS AND COMPETENCES

Abilities to coordinate and manage (people, projects, budgets) at work, in volunteer activities (e.g. culture, sports), at home, etc.

- Abilities to communicate and coordinate
- Friendly attitude towards colleagues and clients
- Flexibility
- Team spirit
- Ability to organize
- Ability to plan activities
- Ability to decide under pressure
- Ability to analyse and synthesize
- Ability to assimilate new information and new abilities
- Ability to implement and observe rules
- Good organizer of informational system
- Team work
- Ability to evaluate and improve
- Ability to correctly manage time allocated to an assignment
- Sports: handball/ football

- Music and poetry / member of the HYPERION literary and musical circle

**COMPUTER SKILLS
AND COMPETENCES**

*In working with computer,
different types of equipment,
machinery, etc.*

WINDOWS XP
Office equipment

**OTHER SKILLS AND
COMPETENCES**

*Abilities not mentioned
before*

Driving license

B (1991), C+E (2000)