

Curriculum vitae



Personal Information

First name(s)	Dura Diana
Surname(s)	
Adress(es)	Bld. Independenței, nr. 56, Bistrița, Bistrița-Năsăud
Telephone(s)	Mobile +40 745 279475
E-mail	diana.hidan@yahoo.com ; diana.hidan@fspac.ro
Naționality	Romanian
Date of birth	11.03.1992
Gender	Female

I am a responsible and motivated person, able to work in a dynamic environment and produce high standards of work, both in a team and individually. I am dedicated to my work, where I prefer clear tasks and objectives but can easily adapt to new situations.

Education and experience

Dates	April 2023-June2023 PROJECT MANAGER Training COR code: 242101 Organizer: Romanian Chamber of Commerce and Industry
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Dates	April 2021-April 2022 PhD entrepreneur Human Capital Operational Programme, project POCU 123793 "Researcher, future entrepreneur - New Generation"
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Participation in the entrepreneurial skills training programme with specific activities and practical applications. The programme comprises 6 modules, organised in 14-hour sessions, covering the following topics:

- Business Entrepreneurship and Social Entrepreneurship;
- entrepreneurial behaviours and simulations;
- entrepreneurial leadership;

- business marketing and human resources;
- business planning.

2019-2024

PhD – Doctoral School of Administration and Public Policy,
Faculty of Political, Administrative and Communication
Sciences (FSPAC), UBB Cluj-Napoca;

Study area: *Administrative Sciences*

Public defense: 18.06.2024

2017-2019

**Master Degree – Faculty of Political, Administrative and
Communication Sciences (FSPAC), UBB Cluj-Napoca**

Study area: *Public Administration*

2011-2014

**Licentiate degree – Faculty of Economics and Business
Administration (FSEGA), UBB Cluj-Napoca;**

Study area: *International Business and Economics*

2007-2011

High School - Technical College "INFOEL" Bistrița

Volunteer programs:

- "A hot meal";
- "The School Center for Inclusive Education no. 2 "- therapy and activities assisted by animals, for people with disabilities;
- MAGIC HELP - providing educational support to children with serious illnesses (teaching Economics - grade XI and Romanian language and literature - grade IX)

CONFERENCES / Other training programmes

28-30 March 2022

Entrepreneurship and Research Conference: Digital
Transformation, CORE FSPAC

15 July 2021

Innovation, Entrepreneurship and Society Conference - second
edition, organised by the Centre for Research in Communication
and Social Innovation

„Discover new research funding opportunities from around the
world” - Krzysztof Szymański, BrightTALK, **2021**

07-17 June 2021

Bergen Summer Research School 2021, Norway (online)
Course: "Inequality, intergenerational mobility and early
childhood", by Professor and economist Kjell G. Salvanes

	23.10.2020 Transylvanian International Conference in Public Administration, UBB, Cluj-Napoca
The main discipline of study / skills acquired	Business management Organization of human resources International transactions Economy and regional development policies International trade law and administrative procedures
Name and type of educational institution / training provider	*Babeş-Bolyai University Cluj-Napoca, <i>Faculty of Economics and Business Administration – licentiate degree</i> *Babeş-Bolyai University Cluj-Napoca, <i>Faculty of Political, Administrative and Communication Sciences – master degree</i> *Babeş-Bolyai University Cluj-Napoca, <i>Doctoral School of Administration and Public Policy – PhD</i>
PROFESSIONAL EXPERIENCE	February 2020 – 2022 TEACHING EXPERIENCE – Babes-Bolyai University 2nd semester of 2019/2021, 2nd year students: <i>Holding seminars on Organizational Theories through interactive exercises for developing the managerial skills and team work. Using problem based learning strategy to overcome the large volume of bottomless theory.</i> Class: mixed, 34/30 students, ONLINE 1st semester of 2020, 3rd year students: <i>Teaching Accounting of Public Institutions through practical perspective of the discipline. Promoting empirical learning of economic processes related to immediate reality of a company or government agency.</i> Class: mixed, 27 students, ONLINE PhD experience in research <i>Monitoring global data and using it to complete PhD thesis. Education & Social Behaviour, Economics and Outcomes Research - study design, interpretation, and communication.</i> <i>Contributing to local and regional strategy development and execution.</i> <i>Developing field-based operational plans to align with local, regional and departmental and business objectives.</i> April 2019 – current date Economist (DIMEX COMPANY 2000 SRL) TENDER Department <i>Designing, managing and implementing public procurement projects with contracting authorities - preparing the financial and technical documentation. Performing forecasts on national economic data and providing appropriate calculations.</i>

*Assisting various departments in preparing financial chartbooks.
 Providing analysis, reports and advice on risk-measurement issues to company senior managers.
 Analysing proposed projects and their impact on areas like job creation or economic activity.
 Examining past economic data.*

October 2014 – June 2017; April 2018 – March 2019;

Expert in public procurement (DIATOURS SRL)

Performing forecasts on national economic data and providing appropriate calculations.

Providing analysis, reports and advice on risk-measurement issues to company senior managers.

Leading the acquisition department;

Designing, managing and implementing public procurement projects with contracting authorities - preparing the financial and technical documentation.

Leading the acquisition department;

Management of public procurements, including the risk evaluation, resources, finance and economic context, as well as preparing the documents (cost specification, technical offer, etc.);

Improve supply chain efficiency and meet budgetary goals.

Personal skills and competences

Native language(s)
 Foreign language (s)
 Self-assessment
 European level (*)
 English
 Spanish
 French
 Italian

Romanian

Understanding	Speaking	Writing
C1	B2	C1
A2	A2	A1
A2	A1	A2
A2	A1	A1

Social skills and competences

Quick integration into a new collective
 Efficient communication in any situation
 Loyalty
 Ability to empathize
 Integrity and objectivity
 Self-taught character
 Tenacity

Organisational skills and competences	Ability to work in a team Responsibility of tasks Creative abilities to solve various situations Speed of reaction and judgment Orientation towards improving the work performance Efficiency and effectiveness in daily activities Emotional and managerial maturity Risk assessment before making decisions Distributive attention Capacity for analysis and synthesis
Computer skills and knowledge	Microsoft Office (Word, PowerPoint, Excel, Outlook, Microsoft Project) SICAP (tenders platform) LOGICONT REVISAL ASiS (integrated IT solution for the optimization of economic processes: monitoring of incoming and outgoing, employee records, etc.) ESPD interSOFT
Other skills and competences	Resistance to prolonged stress Adaptability Initiative and perseverance in work tasks
Driving license	B
Publications	D., Hidan, F., C., Macarie, <i>"Literacy of rural communities. Development inequalities"</i>, Transylvanian International Conference in Public Administration, Babeş-Bolyai University Cluj-Napoca, Romania, 2021 D., Hidan, <i>"Rural education as a family heritage"</i>, paper made possible by funding provided by the Operational Programme Capital Human Capital, project POCU 123793 "Researcher, future entrepreneur - New Generation", published at the Innovation Conference, Entrepreneurship and Society Conference - 15 July 2021 D., Hidan, <i>"Digital literacy during COVID-19 pandemic"</i>, made possible by funding from the Operational Programme Operational Programme, project POCU 123793 "Researcher, future Entrepreneur - New Generation", published in Entrepreneurship and Research Conference: Digital Transformation - 28-30 March 2022, article published in Press University Press