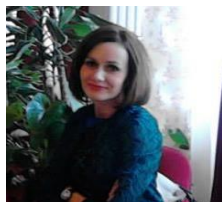




Curriculum vitae Europass



Personal Information

Name / Surname **Anca Jarmila Guță**
Address (s) Str. Aleea Jupiter, Bl.21, Sc.C, 2nd floor, Ap.30, Deva, Hunedoara, România
Phone (es) 0254234051 Mobile: 0740 219 479
Fax(uri)
E-mail(s) gancajarmila@yahoo.com
Nationality (es) Romanian
Date of birth 05.02.1975
Sex Female gender

Work / Occupational field **Associate Professor**

Professional experience

Period **03/2017 - Present**
Or position held Associate Professor
Main activities and responsibilities Teaching activities of university courses, seminars leadership and coordination of work and a dissertation
Participation in graduation and dissertation committees
Development of scientific research works
Name and address of employer University of Petrosani, Str. University, no. 20, Code 332 006, Petrosani, Romania, www.upet.ro
Type of business or sector Higher Education

Period **03/2008 - 03/2017**
Or position held Lecturer
Main activities and responsibilities Teaching activities of university courses, seminars leadership and coordination of work and a dissertation
Participation in graduation and dissertation committees
Development of scientific research works
Name and address of employer University of Petrosani, Str. University, no. 20, Code 332 006, Petrosani, Romania, www.upet.ro
Type of business or sector Higher Education

Period **03/2001 – 03/2008**
Or position held Assistant
Main activities and responsibilities Teaching activities of seminars and preparation of projects
Development of scientific research works
Name and address of employer University of Petrosani, Str. University, no. 20, Code 332 006, Petrosani, Romania, www.upet.ro

Type of business or sector	Higher Education
Period	03/1998 – 03/2001
Or position held	Tutor
Main activities and responsibilities	Teaching activities of seminars and preparation of projects Development of scientific research works
Name and address of employer	University of Petrosani, Str. University, no. 20, Code 332 006, Petrosani, Romania, www.upet.ro
Type of business or sector	Higher Education
Period	12/1993 – 02/1998
Occupation or position held	Typist
Main activities and responsibilities	Teaching materials development activities for departmental staff
Name and address of employer	University of Petrosani, Str. University, no. 20, Code 332 006, Petrosani, Romania, www.upet.ro
Type of business or sector	Administrative
Education and training	
Dates	2009
Qualification / awarded	Trainer of Trainers
Principal subjects / occupational skills	Communication skills, teamwork, planning and organizing, accountability, creativity, openness to lifelong learning
Name and type of education / training provider	Funadația Labour Deva, Hunedoara County
Funadația Labour Deva, Hunedoara County	Trainer of Trainers
Period	2000 - 2006
Qualification / awarded	<i>Doctor of Economics branch, the Management</i>
Principal subjects / occupational skills covered	Thesis title: Improving the managerial communication of the modification information system (based on the National Coal Company Petrosani) Research skills in management and communication.
Name and type of education / training provider	Academy of Economic Studies of Moldova
Level in national or international classification	Doctoral Studies (<i>Doctor of Management</i>)
Period	1993-1997
Qualification / awarded	Economist
Principal subjects / occupational skills covered	Skills knowledge, understanding and use economic concepts and theories and principles and fundamental investigation methods and prospect specific market economy, Understanding and use of management methods and tools in the management of economic entities; The ability to use computers for registration, processing and analyzing economic data, Communication skills, negotiation and training.
Name and type of education / training provider	University of Petrosani
Level in national or international classification	Higher education
Personal skills and competences	

Language (s) default (s) **Please specify the language (s) default (s) (if relevant second native language, see instructions)**

Language (s) language (s) name (s) **French, Russian**

Autoevaluation <i>European level (*)</i>	Understanding		Speaking		Writing
	Listening	Reading	Spoken interaction	Spoken	Exprimare scrisă
French	C1	C1	B2	C1	B2
Russian	C1	C1	B2	B2	B2

(*) *Common European Framework of Reference for Languages*

Social skills and ability Ability to adapt and communication, team spirit, ability to lead and motivate colleagues.

Organisational skills and ability Ability to take decisions and coordinate collective leadership, organizational skills, managing change effectively

Technical skills and competences Good knowledge of the educational process and research (I covered all the preparatory stages of the lecturer)
Participation in teams developing and implementing research projects in the field of economics

Skills and computer use Knowledge of the use of Microsoft Office.
Expert knowledge of accounting system Ciel

Allowed (s) Driving License category B

Additional information	Books, publications, research projects	Number
	a. Thesis - the Management	1
	b. University courses and practical guides	11
	c. Books and monographs	6
	d. Papers published in journals and proceedings of international conferences	77