



Personal information

First name(s) / Surname(s) **ISAC CLAUDIA ADRIANA**

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Nationality Romanian

Gender Female

Desired employment / Occupational field

Education & research

Work experience

Dates **2016- PRESENT**

Occupation or position held **DIRECTOR OF DEPARTMENT ECONOMICS SCIENCES, FACULTY OF SCIENCES , UNIVERSITY OF PETROȘANI**

Main activities and responsibilities Duties and responsibilities regarding: teaching activities (such as managing the didactic activities of the department, coordinating the quality assurance process, elaborating educational curricula and teaching loads records); contributing to the process of establishing the strategy of academic development of the department (including authorization/accreditation/periodical evaluations for the actual and future study programmes); scientific activities (such as planning, coordinating and evaluating the results of the scientific research at the Faculty level.

Name and address of employer University of Petroșani, 20 Universitatii Str., AREA CODE 332006,Petrosani, Romania, www.upet.ro

Type of business or sector Higher Education

Dates **2012- 2016**

Occupation or position held **VICE DEAN OF THE FACULTY OF SCIENCES , UNIVERSITY OF PETROȘANI**

Main activities and responsibilities Duties and responsibilities regarding: teaching activities (such as managing the didactic activities of the Faculty, coordinating the quality assurance process, elaborating educational curricula and teaching loads records); contributing to the process of establishing the strategy of academic development of the Faculty (including authorization/accreditation/periodical evaluations for the actual and future study programmes); scientific activities (such as planning, coordinating and evaluating the results of the scientific research at the Faculty level); cooperation with the economic, social and cultural environment; other organizational and administrative aspects.

Name and address of employer University of Petroșani, 20 Universitatii Str., AREA CODE 332006,Petrosani, Romania, www.upet.ro

Type of business or sector Higher Education

Dates	2008- PRESENT
Occupation or position held	Associated Professor PhD. Ec.
Main activities and responsibilities	Performing teaching and research activities in the field of management (<i>Change Management, Strategic Management, eBusiness</i>); Taught courses and managed students' seminars, laboratory works and graduating projects.
Name and address of employer	University of Petroșani, 20 Universitatii Str., AREA CODE 332006,Petrosani, Romania, www.upet.ro
Type of business or sector	Higher Education

Dates	2002-2008
Occupation or position held	Lecturer
Main activities and responsibilities	Performing teaching and research activities in the field of management (<i>Accounting, Management Economy of Enterprises</i>); Taught courses and managed students' seminars, laboratory works and graduating projects.
Name and address of employer	University of Petroșani, 20 Universitatii Str., AREA CODE 332006,Petrosani, Romania, www.upet.ro
Type of business or sector	Higher Education

Dates	2002-2007
Occupation or position held	Lecturer
Main activities and responsibilities	Performing teaching and research activities in the field of management (<i>Accounting, Management Economy of Enterprises</i>); Taught courses and managed students' seminars, laboratory works and graduating projects.
Name and address of employer	University of Petroșani, 20 Universitatii Str., AREA CODE 332006,Petrosani, Romania, ww.upet.ro
Type of business or sector	Higher Education

Dates	1996-2002
Occupation or position held	Assistant Professor
Main activities and responsibilities	Performing teaching and research activities in the field of management (<i>Accounting</i>); Managed students' seminars and laboratory works.
Name and address of employer	University of Petroșani, 20 Universitatii Str., AREA CODE 332006,Petrosani, Romania, www.upet.ro
Type of business or sector	Higher Education

Education and training

Dates	2009
Title of qualification awarded	Project manager
Principal subjects/occupational skills covered	Skills regarding the project management: establishing the goal of the project, identification of project management requirements, establishing the activities of the project, management of costs and operational resources, acquisition procedures for the project, risk management, project team management, project quality management.
Name and type of organisation providing education and training	Work Foundation, Deva, Hunedoara
Level in national or international classification	Project manager

Dates	2009
Title of qualification awarded	Trainer of trainers

Principal subjects/occupational skills covered Skills concerning communication, teamwork, planning and organizing, responsibility, creativity, client orientation, commitment for continuous learning and technological awareness.

Name and type of organisation providing education and training Work Foundation, Deva, Hunedoara

Level in national or international classification Trainer of trainers

Dates **2006-2008**

Title of qualification awarded **Master Degree**

Principal subjects/occupational skills covered E-commerce and Database in Internet
Skills concerning business running through the medium of the Internet

Name and type of organisation providing education and training University of Petroșani, Romania

Level in national or international classification Post University level

Dates **1997-2005**

Title of qualification awarded **Ph D, Specialization Management**

Principal subjects/occupational skills covered Research skills in *Management* field
Deepening knowledge into the field of management, and especially into the field of strategic management.

Name and type of organisation providing education and training University of Craiova

Level in national or international classification Post university level

Dates **1990-1995**

Title of qualification awarded **Economist**

Principal subjects/occupational skills covered Economic studies, Specialization Industrial Management

Name and type of organisation providing education and training University of Petroșani, Romania

Level in national or international classification University level

Dates 1984-1988

Title of qualification awarded **Graduated**

Principal subjects/occupational skills covered Teachers

Name and type of organisation providing education and training Teaching High School Deva

Level in national or international classification College

Personal skills and competences

Mother tongue(s) **Romanian**

Other language(s)

Self-assessment

European level ()*

English

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C1	Proficient user	C2	Proficient user	C1	Independent user	C1	Proficient user	C2	Proficient user

French

B2	Independent user	C1	Proficient user	B1	Independent user	B1	Independent user	B1	Independent user
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(*) *Common European Framework of Reference for Languages*

Social skills and competences

Team working skills and leadership – acquired and developed in research projects and as head of an academic department;
Empathy and good communication ability – as a result of the teaching experience and as member of the academic department of Economics since 1996.

Organisational skills and competences

Coordinating and decision making – regarding the teaching and research activities of the Faculty of Sciences;
Project management – for research projects involving multi-disciplinary members and themes;
Proactive, with lots of initiative and flexibility;
Results oriented, dynamic and self-motivated person.

Computer skills and competences

Microsoft Office programmes – Word, Excel, PowerPoint, Sage, Ciel Contab, Revisal

Other skills and competences

Articles – published in national and international scientific journals; research dissemination through scientific papers – presented into national and international conferences; participation in research project teams; course notes and seminar books and applications;
Students' end courses dissertation advisor;
Involvement in projects aiming the formation and skills' improvement of the human resource.

Driving licence

B Category

Additional information

Director of the Postuniversity Study Programme *Human Resources Management*;

AFFILIATION:

BOOKS, PAPER PUBLISHED, RESEARCH PROJECTS	Total
a. PhD - Management Field	1
b. Books	9
c. Papers published in international journals:	55
c1. Papers published in ISI international journals	1
c2. Papers published in international journals	54
d. Paper published in Conferences Proceedings	41
d1. Papers published in ISI Proceedings	5
d1. Papers published in International Conferences Proceedings (with ISSN or ISBN)	36
Research projects	4