

Anca – Elena IFTENE

Position:

Team member

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Info**Description of job and tasks involved:****Human Resources Referent, "Petru Poni" Institute of Macromolecular Chemistry Iassy, 2017 - present**

- Human Resources: elaboration of documents specific to the personnel activity within the project
- Preservation and archiving of documents used in projects
- Communication and collaboration with other departments to carry out the activities within the project

Project Manager, SC Inproiect SRL, 06.2015 - 10.2016

- Coordination and organisation of the working team
- Quality Control of the project
- Ensuring and supplying stocks of materials and equipment

Computer operator, SC Phoenix Grup SRL Iasi, 05.2006 - 05.2010

- Entering data in the specific database

Experience in European projects:

Within "P. Poni" Institute of Macromolecular Chemistry, Iasi, Romania:

- Structural Funds Project: "BioNanoTech-Suport, Support Centre for Horizon 2020 projects", MySMIS: 107524, Operational Competitiveness Program 2014-2020, Priority Axis 1, Action 1.1.3: Creating synergies with R&D actions of EU Horizon 2020 Framework Program and other R&D international programs, POC/80/1/2, Contract no. 241/27.04.2020
- H2020-WIDESPREAD-2014-2 „SupraChem Lab – Laboratory of Supramolecular Chemistry for adaptive Delivery Systems – ERA Chair initiative” (2015-2020), Contract no. 667387/11.06.2015, € 2.500.000
- ERANET-ERA IB 2-ProWood, "New coating solutions for the protection of wood and wood derivatives", (2016 -2019), National Research - Development and Innovation Plan for the period 2015-2020 (PNCDI III), European and International Cooperation – Subprogram 3.2 – Horizon 2020, Contract no. 16/03.01.2017, € 234.000

- PN-III-P3-3.6-H2020-2016-0011, National Research - Development and Innovation Plan for the period 2015-2020 (PNCDI III), European and International Cooperation – Subprogram 3.6 Support, Awarding participation in Horizon 2020, PN-II-ID-PCE-2012-4-0261, Contract no. 5/2016

Education

2002-2005: BSc textile economical engineer; “Gh. Asachi” Technical University, Iasi, Romania, Faculty of Textile - Leather

1999-2002 Graduation diploma - economic college engineer, „Gh Asachi” Technical University, Iassy, Romania, Faculty of Textile - Leather

Professional Career

since 2017: Human Resources Referent, “Petru Poni” Institute of Macromolecular Chemistry, Iassy, Romania – collaborating employee

2015-2016: Housekeeping Manager, SC Inproiect SRL, Iasi, Romania

2006-2010 Computer operator, SC Phoenix Grup SRL, Iasi, Romania