

Curriculum vitae

Personal information

Name

GICA RUSU

Citizenship

Romanian

Date of birth

17.10.1963

Sex

female

Occupation or position held

Antibiotice
Humar Resources Unit

Work experience

Dates

Since 2005

Occupation or position held

Human Resources Director

Main activities and responsibilities

- establishes proposals for annual plans and expenditure budget for the unit by correlation with the company's annual draft plan and draft Budget of revenue and expenses, taking into account the objectives derived from the strategic plan;
- Develops and implements human resources policies to ensure appropriate staffing for the company;
- Plans, organizes and oversees all human resources activities;
- Establishes, in collaboration with the other managers, the human resources supply to achieve the annual business plan;
- is responsible for the recruitment and selection process for the company's vacancies, approved by the management;
- Coordinates the analysis, evaluation and ranking of management and executive positions within the company's organizational structure ;
- Ensures the development of the motivation and reward system for employees , according to legal provisions and internal normative acts;
- Coordinates the development and implementation of performance evaluation system;
- Coordinates the analysis and evaluation of the degree of achieving the objectives for the personnel involved in the organizational structure of the company;
- Verifies the implementation of wage policy within the company, while complying to legal provisions and internal normative acts.

Name and address of employer

Antibiotice Iasi

Type of business or sector

Manufacture of medicines and pharmaceutical products

Dates

1999 - 2005

Occupation or position held

Head of the HR Department

Name and address of employer

Antibiotice Iasi

Type of business or sector

Manufacture of medicines and pharmaceutical products

Dates

1996 - 1999

Occupation or position held

economist in the Financial department

Name and address of employer

Antibiotice Iasi

Type of business or sector

Manufacture of medicines and pharmaceutical products

Dates

1986 - 1996

Occupation or position held

economist in the Penicillin Plant

Name and address of employer

Antibiotice

Type of business or sector Manufacture of medicines and pharmaceutical products

Education and formation

Dates

1981 - 1986

Title of qualification awarded

Economist specializing in Industry, Construction and Transport Economy

Principal subjects/
occupational skills covered

University degrees in management, organization of production and labor,
Accounting, Finance, Strategic Planning, Commercial Relations, HR management

Name and type of organisation
providing education and
training

Alexandru Ioan Cuza University Iași

Dates

2001 - 2003

Title of qualification awarded

Postgraduate studies diploma

Principal subjects/
occupational skills covered

MA in HR Management

Name and type of organisation
providing education and
training

Alexandru Ioan Cuza University Iași

Level in national/
international classification

postgraduate

Dates

June - July 2012

Title of qualification awarded

Certificate of attendance

Principal subjects/
occupational skills covered

Summer School **a+**, Edition III, module I *Creativity, innovation and improvement*

Name and type of organisation
providing education and
training

Lecturers from Alexandru Ioan Cuza University, Faculty of Economics and Business
Administration

Level in
national/international
classification

postgraduate

Dates

June - July 2011

Title of qualification awarded

Certificate of attendance

Principal subjects/
occupational skills covered

Summer School **a+**, Edition II, module I, *Creativity and innovation*
Module III Labour Legislation

Name and type of organisation
providing education and
training

Lecturers from Alexandru Ioan Cuza University, Faculty of Economics and Business
Administration

Level in national/
international classification

Specialists from the Territorial Labor Inspectorate Iași

Postgraduate

Dates

February 2011

Title of qualification awarded

Certificate of attendance

Principal subjects/
occupational skills covered

Leadership and Coaching Skills

Name and type of organisation
providing education and
training

TMI Romania

Level in national/
international classification

postgraduate

Dates

29.06. - 09.07.2010

Title of qualification awarded

Certificate of attendance

Principal subjects/
occupational skills covered

Summer school **a+**, Edition I, *Management and development in the turbulence era*

Name and type of organisation
providing education and
training

Lecturers from Alexandru Ioan Cuza University Iași, the Faculty of Economy and
Business

Level in national/

postgraduate

international classification	
Dates	2008
Title of qualification awarded	Graduation certificate
Principal subjects/ occupational skills covered	Professional training in HR management
Name and type of organisation providing education and training	S.C. GAM Proexpert București
Level in national/ international classification	postgraduate
Dates	2006
Title of qualification awarded	Certificate of attendance
Principal subjects/ occupational skills covered	Training to become a specialist in organizing the occupational health and safety activity
Name and type of organisation providing education and training	ITM Iasi
Level in national/ international classification	postgraduate
Dates	2004
Title of qualification awarded	Certificate of proficiency
Principal subjects/ occupational skills covered	Training in Management Systems Certification
Name and type of organisation providing education and training	TUV Reinland Berlin Branderburg Romania
Level in national/ international classification	postgraduate
Dates	2001 - 2002
Title of qualification awarded	Certificat perfectionare
Principal subjects/ occupational skills covered	Management and organizational culture
Name and type of organisation providing education and training	Alexandru Ioan Cuza University Iași,
Level in national/ international classification	postgraduate
Dates	2001
Title of qualification awarded	Certificate of proficiency
Principal subjects/ occupational skills covered	Training in the management of HR
Name and type of organisation providing education and training	I.D.C.O. Bucharest
Level in national/ international classification	postgraduate
Dates	2001
Title of qualification awarded	Certificate of proficiency
Principal subjects/ occupational skills covered	WTI Executive Programe - Assessing staff performance
Name and type of organisation providing education and training	W.I.T.B. Bucharest
Level in national/ international classification	postgraduate
Dates	2001
Title of qualification awarded	Certificate of proficiency

Principal subjects/
occupational skills covered
Name and type of organisation
providing education and
training
Level in national/
international classification

Job opportunities - Head hunting

Hill International București

postgraduate

Dates

1994

Title of qualification awarded

Certificate of proficiency

Principal subjects/
occupational skills covered

Training in the new accounting system

Name and type of organisation
providing education and
training

Accounting Advisory College

Level in national/
international classification

postgraduate

**Social skills and
competences**

Native tongue

Romanian

Other languages

*Self-evaluation
European level (*)*

Understanding		Speaking		Writing Writing
Listening	Reading	Interaction	Spoken production	

English

C1 PROFICIENT USER	C2 PROFICIENT USER	B2 INDEPEN-DENT USER	B1 INDEPEN-DENT USER	C2 PROFICIENT USER
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() Common European Framework of Reference for Languages*

Organisational / managerial skills

Good organizer of the activities within large organizations
Leadership skills
Management skills and know-how

**Technical skills
and competences**

Proficient in using Microsoft Office, the internet