

**Curriculum vitae
Europass**

Personal information
Surname(s)/ First name(s)

STAN OLTEANU, Manuela Petronela

Nationality Romanian

Work experience

Period of time
Occupation or position held
Name of employer and
address

May 2018 – present

Director

Autoritatea Competentă de Reglementare a Operatiunilor Petroliere Offshore la Marea Neagra (Competent Regulatory Authority for Offshore Petroleum Operations in the Black Sea), Cristea Georgescu Street, no 6, Constanta, Romania

Type of business or sector

Performing the duties related to the director of the Board set under the specific legislation, such as:

Endorses the income and expenditure budget draft, approves, at the proposal of the chairman, the tariffs for works and services carried out by the competent authority for the petroleum licence holders, operators and owners; approves the development strategy of the competent authority, activity programs and cooperation programs; approves the annual plans for an efficient supervision, in accordance with the requirements expressly provided by the law; approves the activity report of the competent authority to be submitted to the Government, etc.

Period of time
Occupation or position held
Name of employer and
address

March 2018 – present

Personal Counsellor to the Secretary of State of the Government
(since October 2018 Director AAAS transferred to SGG)

General Secretariat of the Government, Piata Victoriei, no 1, Bucharest, Romania

Type of business or sector

Advising the General Secretary of the Government with regard to carrying out technical and strategical operations related to government actions, solving the organizational, legal, economic and technical issues related to Government and Prime Minister, advising the activity of entities under the responsibilities of the General Secretary of the Government (ANRM, RAPPs, DALAP, INSE, CNCAN, ANMCS, ONJN, ACROPO etc).

Period of time
Occupation or position held
Name of employer and
address

November 2017- August 2018

Chairman of the Board of Directors

Conpet SA, Anul 1848 Street, Ploiesti, Romania

Type of business or sector	Performing the duties specific to the position of chairman of the Board-analysis and approving the main activity and development directions of the company, establishing the accounting policies and financial control system, preparing the annual report, organizing the general meeting of shareholders and implementing its resolutions.
Period of time	November 2017-present
Occupation or position held	Director
Name of employer	Uzina Termoelectrica Midia Navodari SA, Blvd Navodari, no 9, Constanta, Romania
Type of business or sector	Performing the duties related to the position of director of the Board-analysis for establishing the main activity and development directions of the company, establishing the accounting policies and financial control system, appointment and dismissal of the directors and establishing their remuneration monitoring the directors' activity, preparing the annual report, organizing the general meeting of shareholders and implementing its resolutions.
Period of time	September 2017- August 2018
Occupation or position held	Special Director
Name of employer and address	Societatea de Servicii Hidroenergetice Hidroserv SA, Constantin Nacu Street, no. 3, Bucharest, Romania.
Type of business or sector	Manager of the company during the observation period, ensuring the integral management of the company, representing its interests in relation with the shareholders, clients, creditors, suppliers, authorities, syndic judge, official receiver and other stakeholders. Fulfils the joined responsibilities of the Executive Manager and the Board of Directors. Elaborates and implements the reorganisation plan.
Period of time	August 2017 – November 2019
Occupation or position held	Administrator
Name of employer and address	Societatea Electrocentrale Grup SA, No. 1-3, Lacul Tei Blvd., Bucharest, Romania
Type of business or sector	Exercising the competences specific to a director – analysis and endorsement of main activity and development directions of the company, establishing the accounting policies and financial control system, appointing and revoking the directors and establishing their remuneration, monitoring the directors' activity, preparing the annual report, organising the General Meeting of Shareholders and implementing its decisions
Period of time	January 2017 – July 2017
Occupation or position held	Special Administrator
Name of employer and address	Societatea Electrocentrale Bucuresti SA, No. 227 Splaiul Independentei Street, Bucharest, Romania
Type of business or sector	Manager of the company during the observation period, ensuring the integral management of the company, representing its interests in relation with the shareholders, clients, creditors, suppliers, authorities, syndic judge, official receiver and other stakeholders.

	Fulfills the joined responsibilities of the Executive Manager and the Board of Directors. Elaborates and implements the reorganisation plan.
Period of time	January 2017 – March 2018
Occupation or position held	Counsellor to the Minister
Name of employer and address	Ministry of Energy, No. 202 E, Splaiul Independentei Street, Bucharest, Romania
Type of business or sector	Counselling the Minister of Energy as regards the management, privatisation, reorganization, liquidation post-privatisation of state owned enterprises and corporations and the companies for which the Ministry of Energy has the quality of public institution involved etc.
Period of time	May 2015 – October 2017
Occupation or position held	Legal Counsellor – Legal Department
Name of employer and address	Societatea Nationala a Sarii S.A., Calea Pleveni Street, Bucharest, Romania
Type of business or sector	Providing special legal advice in the company's field of activity, elaborating and endorsing all the documents involving the company legally, formulating requests for summons and defence against litigations where SNS SA is part, participating in the and counselling on request the Board of Directors
Period of time	
Occupation or position held	Representing the company in legal issues in relation to CCR (The Constitutional Court of Romania) and ANRM (The National Agency for Mineral Resources) etc.
Name of employer and address	
Type of business or sector	
Period of time	March 2014 – October 2018
Occupation or position held	Director General – General Legal Department
Name of employer and address	Autoritatea pentru Administrarea Activelor Statului (AAAS - Management Authority of the State Assets), No. 50 Capitan Av. Alex Serbanescu Blvd., District 1, Bucharest, Romania
Type of business or sector	Managing the legal assistance activities, protecting the patrimonial and non-patrimonial interests of AAAS as regards the managing and recovery of state assets to monitor the development of the terms of privatisation contract , exploitation of receivables held by AAAS, labour litigations, FNI (the National Investment Fund) litigations
Period of time	November 2013 – March 2014
Occupation or position held	Chief of Cabinet to the Minister
Name of employer and address	Ministry of Economy, No. 152, Calea Victoriei Street, Bucharest, Romania
Type of business or sector	Managing the activity of the state secretary cabinet. Counselling the state secretary in his field of activity. Ensuring the interface between the Minister and the functional structures of the Ministry of Economy especially those in the field of industrial policies, European funds and the company's management.
Period of time	August 2013 – March 2014
Occupation or position held	Director General – General Legal Department
Name of employer and address	Autoritatea pentru Administrarea Activelor Statului (AAAS - Management Authority of the State Assets), No. 50 Capitan Av. Alex Serbanescu Bvd., district 1, Bucharest, Romania
Type of business or sector	Managing the legal assistance activities, protecting the patrimonial and non-patrimonial interests of AAAS as regards the managing and recovery of state assets to monitor the development of the terms of

	privatisation contract , exploitation of receivables held by AAAS, labour litigations, FNI (the National Investment Fund) litigations
Period of time	April 2013 - August 2013
Occupation or position held	Director – Legal Department
Name of employer and address	Autoritatea pentru Administrarea Activelor Statului (AAAS - Management Authority of the State Assets), No. 50 Capitan Av. Alex Serbanescu Blvd., district 1, Bucharest, Romania
Type of business or sector	Managing the legal activities and coordinating the functional compartments subordinated to the department Managing the legal assistance activities, protecting the patrimonial and non-patrimonial interests of AAAS as regards the managing and recovery of state assets to monitor the development of the terms of privatisation contract, exploitation of receivables held by AAAS, application of Law No. 10.2001, labour litigations, FNI (the National Investment Fund) litigations, litigations in the field of insolvency, issuing voting mandates etc.
Period of time	June 2010 – April 2013
Occupation or position held	Counsellor to the President, Counsellors Body
Name of employer and address	Autoritatea pentru Valorificarea Activelor Statului (AVAS - Authority for State Assets Recovery), No. 50 Capitan Av. Alex Serbanescu Blvd., District 1, Bucharest, Romania
Type of business or sector	Counselling AVAS president as regards the management and recovery of state assets and receivables Legal advice in AVAS field of activity Advice in the field of the companies’ insolvency and receivables from AVAS portfolio
Period of time	January 2007 – June 2010
Occupation or position held	Legal Expert – General Control Department and Public Relations, Portfolio Control Department
Name of employer and address	Autoritatea pentru Valorificarea Activelor Statului (AVAS - Authority for State Assets Recovery), No. 50 Capitan Av. Alex Serbanescu Blvd., District 1, Bucharest, Romania
Type of business or sector	Management and recovery of state assets and receivables, legal, control Inspection and control of the sales procedures of shares packages held by the state in trade companies, further to a request of state institutions or further to letters/information/complaints/statements of legal and natural persons, inspecting the manner of managing trade companies where the state holds a significant number of shares;
Period of time	September 2006 – January 2007
Occupation or position held	Legal counsellor, Legal General Directorate – Legal Department, Management, Privatisation
Name of employer and address	Autoritatea pentru Valorificarea Activelor Statului (AVAS - Authority for State Assets Recovery), No. 50 Capitan Av. Alex Serbanescu Blvd., district 1, Bucharest, Romania
Type of business or sector	Management and recovery of state assets and receivables, legal Professional consultancy services for managing trade companies, receivables and competition policies, privatisation, inspecting and approving GMS mandates for the companies within the portfolio, endorsing privatisation notes, service provision contracts, notes on public acquisitions, participate to preparing law drafts etc.
Period of time	August 2006 – September 2006
Occupation or position held	Head of the minister’s inspection body

Name of employer and address	Ministry of Transportation, Constructions and Tourism, Blvd. Dinicu Golescu 38, district 1, Bucharest
Type of business or sector	Inspecting transportation, constructions, tourism; Preparing and endorsing inspection tasks, endorsing reports and inspection notes Coordinate, monitor and guide the specific inspection activities performed by the subordinated officers Proposed improvement and control measures of the risks specific for the controlled entities belonging to the transportation, construction and tourism sector
Period of time	May 2006 – July 2006
Occupation or position held	Agency Director, legal counsellor
Name of employer and address	SC Perfect Tour SRL, Sevastopol str. district 1, Bucharest
Type of business or sector	Legal counselling for tourism activities Filing legal proceedings and defence in the files the company was involved, prepare contracts, obtaining authorisations and endorsement specific for the company's activity. Management of the tourism agency
Period of time	July 2005 – May 2006
Occupation or position held	Deputy Director- Legal, Authorisation, Control Directorate
Name of employer and address	Ministry of Transportation, Construction and Tourism, National Tourism Authority, Blvd. Dinicu Golescu 38, district 1, Bucharest
Type of business or sector	Organise, coordinate and guide the inspection and authorisation of tour operators that provide accommodation and public food services, elaborate law drafts on quality and inspection of tourism services, endorse notes and decisions made by the department, prepare summaries and reports on the authorisation and control activity, classification of touristic beaches, ski slopes homologation, authorise economic operators providing nautical ski, participate in public procurement commissions, legal endorsement of documents binding the institution, inspect and award the approval in principle for the laws elaborated by other public institutions qualified in this subject matter. Member in the commission for granting construction approvals (GD no.31/1995 – including SAPARD)
Period of time	April 2005- July 2005
Occupation or position held	Head of authorisations department – Authorisation and Control Directorate
Name of employer and address	National Tourism Authority Blvd. Dinicu Golescu 38, district 1, Bucharest
Type of business or sector	Organise, coordinate and guide the inspection and authorisation of tour operators that provide accommodation and public food services, elaborate law drafts on quality and inspection of tourism services, endorse notes and decisions made by the department, prepare summaries and reports on the authorisation and control activity, classification of touristic beaches, ski slopes homologation, authorise economic operators providing nautical ski, participate in public procurement commissions, legal endorsement of documents binding the institution, inspect and award the approval in principle for the laws elaborated by other public institutions qualified in this subject matter.

Period of time	April 2004 – April 2005
Occupation or position held	Legal counsellor
Name of employer and address	National Tourism Authority Blvd. Dinicu Golescu 38, district 1, Bucharest
Type of business or sector	Coordinate the legal compartment Filing legal actions related to the litigations where the National Tourism Authority was part of, represent the institution in court of laws, endorse contracts, notes, decisions and other documents with legal effects, endorse the law proposals.
Period of time	July 2003 – April 2004
Occupation or position held	Legal Adviser – General Legal Department
Name of employer and address	Ministry of Transportation, Constructions and Tourism, Blvd Dinicu Golescu, no. 38, district 1, Bucharest
Type of business or sector	Filing legal actions in disputes involving the ministry, representing the ministry in front of the court, legally endorsing contracts, notes, decisions and other legally binding documents, endorsing legislative act proposals Participation in different negotiating committees for awarding public works contracts
Period of time	2002 - 2003
Occupation or position held	Member of the Board of Directors – SC Romanta Estival SA Chairperson of the Board of Directors – SC Moldova Estival SA
Type of business or sector	Exercising the abilities specific to the position of director – establishing the main activity and development directions of the company, establishing the accounting and financial audit policies, appointing and revoking directors and establishing their remuneration, supervising directors activities, preparing the annual report, organizing the general meeting of shareholders and implementing its decisions
Period of time	February 2001 – July 2003
Occupation or position held	Legal Adviser – Legal Office
Name of employer and address	Ministry of Tourism, Str. Apolodor, no.17, District 5, Bucharest
Type of business or sector	Filing legal actions in disputes involving the ministry, representing the ministry in front of the court, legally endorsing contracts, notes, decisions and other legally binding documents, endorsing legislative act proposals Participation in the privatization committees in the field of tourism.
Education and Training	
Period of time	2013
Type of qualification/ diploma awarded	Corporate governance
Period of time	2012
Type of qualification/ diploma awarded	Mediator
Period of time	2012
Type of qualification/ diploma awarded	Project Manager Business Leadership – introductory course Human Resources Manager Organizational and Performance Management – introductory course

Name and type of institution providing education and training	Entrepreneurship for sustainable development Management of diversity
Period of time	2009 – 2010
Type of qualification/ diploma awarded	Advanced Civil Law and Civil Procedure Law – Masters’ Degree
Name and type of institution providing education and training	Titu Maiorescu University – Faculty of Law
Period of time	2004 - 2005
Type of qualification/ diploma awarded	National Security and Defence Management – Post-graduate courses on security and defence issues
Name and type of institution providing education and training	Carol I Defence National University – Defence National College
Period of time	2001 – 2002
Type of qualification/ diploma awarded	Tourism Activity Manager – Graduation Degree of Post-Graduation Course
Name and type of institution providing education and training	National Centre of Touristic Studies
Period of time	1995 – 1999
Type of qualification/ diploma awarded	Bachelor’s Degree in Law Bucharest University
Personal skills and competences	
Mother Tongue	Romanian
Other languages	English
Organizational skills and competences	Experience in organizing and managing companies, especially of companies under difficulties, good knowledge of public companies and the relevant applicable laws Stress resistant and decision making ability Vision on company development based on trade principles, productivity and profitability Very good ability to communicate and form interpersonal relationship Ability to negotiate, including conflict mediation and mitigation Ability to mediate collective negotiations and relation to social partners
Driving license	B
Additional Information	Provided upon request