

UNIVERSITATEA PETROL-GAZE DIN PLOIEȘTI

Nr. din (Registratura UPG Ploiești)

UNIVERSITATEA PETROL - GAZE DIN PLOIEȘTI
REGISTRATURA 4435
28.04.2020

Da
29.04.2020
[Signature]

DOMNULE RECTOR,

Subsemnatul Băsescu Radu, titular(ă) cu funcția Administrator Patrimoniu UPG, la Departamentul, Facultatea/Serviciul/Biroul Serviciul Administrativ Patrimoniu, Universitatea/Instituția Petrol-Gaze din Ploiești, vă rog să-mi aprobați înscrierea la concursul pentru postul de **director general administrativ al Universității Petrol-Gaze din Ploiești**.

Declar pe propria răspundere că toate datele incluse în dosarul de concurs corespund realității și înțeleg că, în caz contrar, voi suporta consecințele prevederilor legislației în vigoare.

Sunt de acord cu publicarea pe pagina de internet a Universității Petrol - Gaze din Ploiești a documentelor din dosarul meu de concurs menționate la art. 8, alin, (3) din *Metodologia de selectare prin concurs a directorului general administrativ al Universității Petrol-Gaze din Ploiești*.

Data,

28.04.2020

Semnătura,

[Signature]

Domnului Rector al Universității Petrol – Gaze din Ploiești

PERSONAL INFORMATION



BASESCU RADU

17.07.1963, two children (boy 12 years old and girl 28 years old-married)
str.Ctin.Brezeanu nr.4, Bl.C1, sc.D, apt.46,PLOIESTI,PRAHOVA

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- ☎
- ✉
- 📧

0725 079475
radu_basescu@yahoo.com
Yahoo messenger,viber and skype.....

- Job-related skills - good command of quality control processes (currently responsible for quality audit)
- Organisational / managerial skills - administrator heritage
- responsible for file preparation and other general administration duties and specific procedures from role to role
- Other skills - ~~E_learning, driving, III, and others.....~~
- Driving licence - B
- Communication skills - good communication skills gained through my experience as manager
- ~~listening on the telephone in good manners and through email for resolving timesheet queries~~
- Logging all information onto the Company in house database
- Computer skills - good command of Microsoft Office™ tools and computeing.



any job that requires attention and administrative management of the company, departments, human resources, according to studies section, collaboration with employees and others and teamwork:

JOB APPLIED FOR
POSITION
PREFERRED JOB
STUDIES APPLIED FOR

- providing administration support performing basic admin duties, answering the telephone, accurately taking information and logging it on the system accordingly,
 - responsible for file preparation and other general administration duties,
 - work effectively with other members of the team and other departments providing support when required,
 - general office administration,
 - preparing specific procedures and work instructions.
- ADMINISTRATOR, SUPERVISOR OR ENGINEER IN ANY FILED OR IN EDUCATION**

WORK EXPERIENCE	<p>2012 -- present -- Patrimony office, financial administrator heritage OIL AND GAS UNIVERSITY from Ploiesti(UPG from PLOIESTI) ROMANIA</p> <p>2002 -- 2012 - Distance learning (e-learning) Department's administrator of OIL AND GAS UNIVERSITY from Ploiesti;</p> <p>2000 -- 2002 - Human Resources and Administration Director - " Center for Technology, Transfer, Innovation and Business Prahova " Corporation Ploiesti;</p> <p>1999 -- 2000 - Technical supervisor SC "PETROTEL" -- LukOil" Corporation -- coordinate technical department, providing consulting and technical advice deputy general director in order to take effective decisions regarding the organization</p> <p>1995 -- 1998 - Human Resources and Administration Director - " Center for Technology, Transfer, Innovation and Business Prahova " Corporation Ploiesti;</p> <p>1993 -- 1995 - Technical supervisor SC "Univers IMPEX" limited company- coordinate all the technical parts of the projects</p> <p>1992 -- 1993 - Head of vehicles and equipment 's department- TAGCSP - general contracting construction scaffolding oil;- leader of a repair shop and not only oil pipeline transportation vehicles composed of parts and equipment machines and digging.....</p> <p>1991 -- 1992 - Planning and development engineer -- TAGCSP Ploiesti - general contracting construction scaffolding oil;</p> <p>1989 -- 1991 - Mechanical Engineer - TAGCSP Ploiesti - general contracting construction scaffolding oil</p> <p>1988- 1990 - Trainee engineer ACMP Craiova -- TAGCSP Ploiesti - Metal construction contracting in general contracting construction scaffolding oil</p>
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EDUCATION AND TRAINING	<p>2001-2003 - Masters OIL and GAS University of Ploiesti, Postgraduate College pan "Dispute Management Economic "specializations: Academic Summer Courses - Economics -- Athens, Greece, Master of Business Administration - European Free School Economics -- Athens, Greece, senior arbitrator National Arbitration List Commercial Average: 9.40</p> <p>2003 - Petroleum-Gas University of Ploiesti -Department of Teacher Training School Psychology Schools, Pedagogy, teaching methods and practices, Graduation: 8.25</p> <p>2004 - Sign PhD 2004 - Romanian Academy Bucharest Specialization: Economics Theme: Urbanization Romania in sec. XX - under the</p>
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Other specialties:

- France (Strasbourg, Paris - Chamber of Commerce and Industry and the Chamber of Arts and Crafts Blois -France), Italy, diploma, certificate and diploma-FIMAN other ...)

PERSONAL SKILLS

Mother tongue(s) romanian

Other language(s)	ENGLISH	FRENCH	ITALIAN
	advanced	advanced	beginner

ADDITIONAL INFORMATION

Activity to produce and publish works :

Scientific papers:

Published articles:

1. Basescu Radu et al . - " J. M. Keynes - neoclassical radical " Bulletin UPG Ploiesti vol . LV, Economic Sciences Series , nr.3,4 / 2003 ISSN 1221-9371 , pp. 256-262 ;
2. Radu Basescu - " Commercial Arbitration " , Bulletin UPG Ploiesti vol . LVI , Economic Sciences Series , No.2 / 2004 , ISSN 1221-9371 , pp. 1-4;
3. Radu Basescu - " Regional development in Romania " , Bulletin UPG Ploiesti vol . LVI , Economic Sciences Series , No. 3 /2004 , ISSN 1221-9371 , pp. 178-182 ;
4. Radu Basescu - " Romanian economy integration bodies and European structures " , Bulletin UPG Ploiesti vol . LVI , Economic Sciences Series , No. 3 /2004 , ISSN 1221-9371 , pp. 183-186 ;
5. Radu Basescu - " macroeconomic processes in Romania last decade " Scientific Session of the University NIED , vol . LVII , Economic Sciences Series , No.1 / 2005 , May 11 to 13, 2005 , ISSN 1221-9371 , pp . 241-245 ;
6. Radu Basescu - " The current economic thinking in Romania " , University Scientific Session NIED , vol . LVII , Economic Sciences Series , No.1 / 2005 , May 11 to 13, 2005 , ISSN 1221-9371 , pp . 246-249 ;

PROGRAM - National Agency for Development 2001(ANDR) - PHARE

1. Project 178/2001 - Educational Technologies Department of advanced CAD , CAM, GIS and Advanced Management UPG CTTIAP 2001 beneficiari CTTIAP Ploiesti ,

LEONARDO DA VINCI PROGRAM

1. Draft proposal College of Arts and Crafts County Rotary International Rotary International 2001 beneficiaries UPG , CTTIAP ;
2. Grant E / 2001/87025 / Ex - " L' utilisation des technologies et des methodes innovatrices dans la formation des formateurs qui l' interieur operent the Centres de formation des PME et des profesionnelle " CTTIAP Ploiesti 2001 beneficiaries CTTIAP UPG Ploiesti Potenza Italy ;
3. PP Grant 146093 / D / 03 / B / F / 2003 - " Internet System modules for innovative ways to solve problems " Germany 2003 beneficiaries Germany , Lithuania, Romania CTTIAP

LOCAL PROJECTS

1. Draft Incubator Business Center " EUROTECH " CIAP.CONSORTIU Local 1995 beneficiaries euroDEC ;
2. Draft Romanian Foundation " Oil and Gas " founder CTTIAP 1997 beneficiaries UPG Ploiesti ;

Collaboration to:



1. Draft Incubator Business Center "EUROTECH" CIAP - Local Consortium 1995 beneficiaries euroDEC Foundation ;
2. Draft Romanian Foundation " Oil and Gas " founder CTTIAP 1997 beneficiari UPG
3. PHARE - 2000-2001 - Andr 3 South Muntenia , Co - Educational Technologies Department of advanced CAD , CAM, GIS and Advanced Management UPG CTTIAP 2001 beneficiaries CTTIAP Ploiesti ;

R & D projects internationally (FP5, FP6 , NATO etc.) and type projects SOCRATES, LEONARDO , TEMPUS , etc

Scientific activity :

Participation in :

1. Conference " Policies and Prospects in privatization in Central and Eastern Europe" Fd . SOROS , 1993 Participant ;
2. Scientific Session "Competitiveness of products and services , factor in the success of the market" Fd.O.St.Prahova , 1993 Participant ;
3. "First Student Scientific Conference - Tehno Universities in Moldova and Romania " -UTM , Chisinau , 1997 Co-organizer ;
4. Seminar "We coordinated managementului CD " IROMA , Logs, 1997 Participant
5. National Conference " Quality and Efficiency in training , assessment and certification of professional skills " - MEN , CCI Prahova, 1998 Participant ;
6. Seminar " Modern Methods and techniques of personnel evaluation and ranking of jobs in the economic agents ' CPPdin Industry , Logs, 1998 Participant ;
7. Seminar " reorganization / restructuring of companies , opportunities for attracting foreign investments " CCIPH , 1998 Co-organizer ;
8. NATO Seminar - Using TTI in economic development - Sinaia , 1999 Participant ;
9. Roundtable " What should a company do to implement and certify an environmental management system " , European Depart.Integration County , Cons.County Prahova , 2000; Co-organizer ;
10. Symposium "Fostering regional and local economic development - implementation of research results and development in the economy through infrastructure development and TTI CD " 2000 Organizer ;
11. Symposium on " Grants and Loans 2002 " , 2002 Organizer ;
12. Others - (nanotechnology) .

Research contract with the customer application

1. Horizon 2000

1. Contract 1236-1293 - "Recovery metallic powders rich in elements poor results grinding operations - Prof. John TUDOR 1993 beneficiaries UPETROM / UPG ;
2. Contract 06C / 94 - "Recovery metallic powders rich in alloying elements laoperatiile of rectificareProf poor results . TUDOR loan1994 , beneficiaries F.Sarma Buzau / UPG ;
3. Contract 606/94 - " pipe cleaning heads component hydraulic drilling rigs effects on increasing endurance this unit " - Prof. Emil Tocaci 1994 . beneficiaries Staging BOLDESTI / UPG ;
4. Contract 646B / 95 - " Development of powder metallurgy antifriction materials and thermochemical treatments " - Prof. TEACH Ion 1995 beneficiaries UPG / CTIAP ;
5. Contract 049C / 95 - "The design, execution and eperimentarea prototype captor to recover petrochemicals " - Cerc.st.dr.ing . Stefan BANDI 1995 beneficiaries SNP Petrom SA Brazi ASTRA SA Ploiesti ;
6. Contract 632/96 - "System graphite sealing materials for NC -UP pumps used in the oilfield equipment ENACHESCU Daniela Lecturer / , C.st.D.Ragalie 1996 beneficiaries ICPEM / CTTIAP , UPG ;
7. Contract 004CP - Extension drilling F 1501 Miercurea Ciuc of 2200 m to 2800 m Conf . Michael GEORGHITOIU 1997 GEOLEX Miercurea Ciuc / UPG , CTTIAP ;



Curriculum Vitae

BASESCU RADU

8. Contract 632/99 - " Innovative system for testing regenerability micropilot catalytic cracking and increase plant efficiency industrial " Conf . ROSCA PAUL 1999 beneficiaries SNP Petrom SA Brazi ASTRA SA Ploiesti / UPG , CTTIAP

PROGRAM RELANSIN 2000

1. Contract 227/1999 - "Development / Modernization of a Regional Centre for TTIA " Conf . G. COSTA 1999 beneficiaries CTTIAP / UPG in Ploiesti .
2. Contract 826/2000 - " Technology for plant hydro- carbons aromatic defenolarea " Prof beneficiaries CTTIAP C.STRATULA 2000 , UPG , SELTECO Borzesti
3. Contract 827/2000 - "Technology for recovery of 1,2 dichloropropane residue from factory - bad propeneoxide " Conf . Rm Valcea F.OPREA 2000 beneficiaries OLTCHINO CTTIAP , UPG .

PROGRAM MENER

1. Contract MENER no. 063/2001 - " Modern technology for storage of residues and substances with higher nocivitate " Prof. Dr. Ing. G Iordache 2001

Other data :

Organizing / participation - technical and scientific events

1. " Directory 1998-1999 Institutions and specialists in local development and the development of small and medium enterprises in Romania " , International Foundation for Management Bucharest, 1998 p 132 ;
2. " Breviary consultants and trainers in Prahova county WHO IS WHO " , Chamber of Commerce and Industry Prahova , financed by the European Union , p . 50;
- 3 " Romanian Employers Forum " UNPR -Oradea , 1994 Participant ;
- 4 " First National Colloquium invention TECHNOLOGIES , QUALITY - PILLARS OF DEVELOPMENT SMEs" CNIPMMR Bucharest , 1995 Participant , posters, round table ;
5. Second Scientific Conference Student - Techno universities in Romania and Moldova - Ploiesti , 1998 Co-organizer ;
6. National SME Forum " Present and Perspectives" CNIPMMR , Snagov, 1999 Participant ;
7. International Conference on Tribology - BALKANTRIB '99 UPG - Ploiesti , Sinaia, Romania , 1999 Co-organizer ;
8. Seminar " The oil market in Romania , Czech our success in Europe," Ph Prefecture CCI Prahova , Ploiesti , 1999 Co-organizer ;
9. Seminar - " Ecology and the Environment in drilling , extraction EXPO PETRO- GAS " TIB , Bucharest , 1999 Participant ;
10. Seminar HRTC "Stimulating access to Romanian heritage , Polytechnic University - Bucharest, 2000 Participant ;
11. Seminar " Technology Transfer Centre , CTT 2000" AMCSITT Politehnica , Bucharest , 2000 Participant ;
12. Symposium " Electrical sustainable development of society" ICPE Bucharest , 2000 Participant ;
13. Symposium " Recovery , Technology Transfer , Inventions and quality" -TIB Bucharest Romanian Creativity Day , 2000 Participant ;
14. The Second Regional Symposium of Gerontology and Geriatrics , 2002 Organizer.

ADMINISTRATOR HERITAGE,

Eng. RADU BASESCU



UNIVERSITATEA PETROL-GAZE DIN PLOIEȘTI

PROGRAM MANAGERIAL PENTRU OCUPAREA FUNCȚIEI DE DIRECTOR GENERAL ADMINISTRATIV AL UNIVERSITĂȚII PETROL - GAZE DIN PLOIEȘTI 2020 - 2024

Pentru a putea furniza societății oameni bine pregătiți, viitoare cadre de conducere ale firmelor de stat și private, trebuie ca universitatea, universitatea noastră ca instituție de învățământ superior și de cercetare, să asigure și să dezvolte resursele necesare susținerii proceselor de învățământ, educaționale și de cercetare, la un standard ridicat care să facă față cerințelor și competițiilor actuale din țară și nu numai. Pe lângă procesele educaționale necesare este nevoie și de susținerea și dezvoltarea părții administrative, printr-un efort comun al cadrelor didactice universitare și a cadrelor auxiliare și nedidactice.

Planul Managerial propus de mine trebuie să fie în pas cu tehnologia actuală pentru a asigura resursele necesare unei bune desfășurări a procesului educațional, condiții bune și confortul necesar desfășurării activităților zilnice atât al studenților cât și al cadrelor didactice.

Totodată Planul Managerial trebuie să fie în concordanță cu Legea Educației Naționale, cu modificările în vigoare, Carta Universității, Legea Contabilității, Regulamentul Intern al Universității, cu toate Metodologiile și procedurile de organizare și desfășurare a activităților administrative și nu în ultimul rând să susțină Planul Managerial propus de către Conducerea Academică a Universității, alături de misiunea și obiectivele și deciziile adoptate și asumate de către Conducerea Academică a Universității.

OBIECTIVE STRATEGICE ȘI DE MANAGEMENT

- analiza administrativă și redistribuirea echitabilă (și funcție de evaluare și criterii de performanță) a sarcinilor personalului didactic auxiliar și nedidactic din Universitate, încât să existe un grad de încărcare optim pentru fiecare salariat ("OMUL POTRIVIT LA LOCUL POTRIVIT") la nevoie și prin angajare din afara instituției, pentru buna funcționare a Universității;
- stabilirea corectă și clară a fișei postului pentru întregul personal didactic auxiliar și nedidactic din Universitate și organizarea unor cursuri de formare continuă și instruire tehnică necesare exploatarea aparatelor tehnice și de laborator
- continuarea procesului de modernizare (reabilitări, extinderi, audit energetic, reparații



curente si capitale unde este necesar, reconditionari instalatii, cantina, parc auto, spatiile verzi interioare, etc...) a infrastructurii administrative, a bazei materiale specifice proceselor educationale (sali laborator/seminar/curs, baza sportive, camine etc.);

- actualizarea tuturor procedurilor in vigoare si elaborarea unor noi proceduri operational acolo unde este necesar;

- atragerea unor noi surse de finantare nerambursabile, complementare, in vederea expertizarii energetice a cladirilor cu destinatie spatii de invatamant si nu numai, amenajarii unor spatii destinate unor activitati recreative (sportive si culturale) in folosul studentilor, dar si cu sprijinul si implicarea efectiva a lor si totodata si pentru cadrele didactice, reabilitarii bazei materiale si modernizare, precum si pentru dezvoltarea unei baze electronice pentru biblioteca universitatii, etc...

- gestionarea si utilizarea eficienta a patrimoniului universitatii, a spatiilor de invatamant in primul rand pentru o crestere a calitatii si performantelor profesionale atat a cadrelor didactice cat si a studentilor implicate in activitati de cercetare si didactice si nu numai;

- un management de echipa prin promovarea eticii si deontologiei profesionale, prin comunicare eficienta si atribuirea de responsabilitati ciorecte si clare;

- sustinerea studentilor, in limite administrative admise, la diferite actiuni social - culturale si sportive organizate (in campus si in afara).

Noi, spatiul academic sustinut si de partea administrativa, reprezentam puntea de legatura dintre invatamantul liceal si cel universitar, exemplul celor ce vor deveni MAINE cadre de conducere in societatile de stat si private ale societatii noastre romanesti si care ne vor face sa ne simtim mandri si in alte firme internationale si holdinguri, ducand mai departe exemplul educativ si administrativ primit in universitatea noastra.

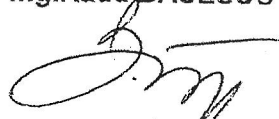
LOGOul

"OMUL POTRIVIT LA LOCUL POTRIVIT"

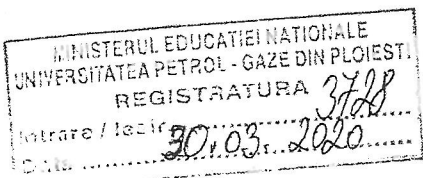
consider ca ar trebui sa caracterizeze Universitatea noastra.

PLOIESTI, 30.03.2020

**Candidat,
Ing. Radu BASESCU**



UNIVERSITATEA PETROL GAZE DIN PLOIESTI



ANGAJAMENTUL SCRIS
DE SUSTINERE EXECUTIVA A PLANULUI MANAGERIAL AL RECTORULUI

Subsemnatul Administrator Patrimoniu ing.Radu BASESCU, candidat la concursul pentru selectarea Directorului General Administrativ al UPG din Ploiesti, ma angajez sa sutin Planul Managerial al Rectorului Universitatii Petrol Gaze din Ploiesti, Prof.univ.dr.ing.habil. DINU Florinel.

Administrator Patrimoniu,
Ing Radu BASESCU



UNIVERSITATEA PETROL GAZE DIN PLOIESTI

MINISTERUL EDUCATIEI NATIONALE
UNIVERSITATEA PETROL - GAZE DIN PLOIESTI
REGISTRATURA 3728/11
Intrare / iesire
Data 30.03.2020

DECLARATIE
pe proprie raspundere

Subsemnatul Adm.Patrimoniu ing.Radu BASESCU, posesor al CI seria PX nr.336333, domiciliat in judetul Prahova, Municipiul Ploiesti, telefon 0725 079475, prin prezenta declar pe proprie raspundere ca nu ma aflu in niciuna dintre situatiile de incompatibilitate prevazute de Legea Educatiei Nationale nr.1 / 2011, cu modificarile si completarile ulterioare.

Administrator Patrimoniu,
Ing. Radu BASESCU

