**CURRICULUM VITAE**

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| PERSONAL INFORMATION |  |
| Name | Culea Claudia |
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| Fax |  |
| E-mail | claudiaroxana22@yahoo.com |
| Nationality | Romanian |
| Date of birth | 04.10.1967 |
| Professional experience |  |
| August 2015 - September 1991 |  |
| Gymnasium School nr.1 Perişoru |  |
| Teacher | 01.09.1991 –until present |
| Director | 01.09. 2007- until present |
| Member of the project team in Erasmus+ Project  Coordinator of Comenius Multilateral Project  Responsible Partner School- Peace Corps  Romanian-American volunteering  Responsible for school unit for national project  “Education Worths”  Chairman of the Board of Directors  Responsible of the Methodical Commission  – ” Mathematics and sciences”  Member of the Board of Directors  Member of the School Curriculum Board  Responsible for project procurement  PIR and PGDS | 2015-until present  2014-2015  2011-2013  2010  2007- until present  2006-2001  2006-2001, 2010-2007  2010-2003  2008-2006 |
| EDUCATION AND ORGANIZATION |  |
| Graduate training  “Ensuring quality in education”  (22 credit Professional loans ), through project POSDRU/153/1.1/S/141277  Participation in professional development activities  Graduate training:  “Teaching Chemistry Teachers in the Society of Knowledge”  Member of the National Body of Educational Management Experts in 2012  Graduate training: “Looking to the future  - e-Chemistry”  Participate training “Empowering Professionals in Science Education” Klagerfurt, Austria  Project participation “Education Worths” : Summer school- Sinaia  Study visit- Finland    Continuous training course DeCeE – evaluation Continuous course–Public procurement expert  Participation to The National Chemistry-  "Pre-university education. Present and Future "  Participation in the training courses organized by C.C.D through ISJ Calarasi in collaboration with Academic Foundation Alumni-Constanta  I finished the following module-    EDUCATIONAL MANAGEMENT    I graduated the course "Computer Initiation"  I have graduated the continuous training courses: "Experimental Chemistry" organized by C.C.D through ISJ Calarasi  I graduated the training course for the curricular area "Counseling and orientation" - secondary level, organized by C.C.D through ISJ Calarasi  Permanently concerned with continuous training in the Physics Chemistry professor I obtained through the exam:   * Teaching degree I - University of Bucharest * Teaching degree II - University of Bucharest (certificate no.206 / 25.01.1999) * I obtained a licence diploma * Finishing in education (professor II) University of Bucharest * I obtained the assignment at School No. 1 Perişoru, Jud. Călăraşi | 14.02.2015-15.03.2015  12.01.2015-31.03.2015  November 2012- April 2013  30.09-12.11.2011  31 -5 February 2011  Iulie - September 2010  November 2009  January- February 2009  4-6 September 2008  Continuous training - 30 transferable credits  Continuous training - March 2005  Continuing training in chemistry specialization April 2005  Continuous training - 08-10.12.2006  01.09.2004  01.09.1998  1997  Finalization in education specialty Chemistry from 01.09.1994  1 September 1991 |
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| Skills in the didactic design of LdL and CLIL lessons (types of lessons we have developed through European projects)  Skills in editing teaching materials published with ISBN  Teamwork skills and coordinator, responsible purchases or member of European projects.  I participated in the development of educational projects within the Rural Education Projects-  The sub-project "School, an open book for a healthy community"  Also under School Development Grant Projects, the project "On Dreaming Pathways"  I coordinated the national eCommunity project - "e-Holiday" competition  Articles in local media with reference to the European projects carried out in our school. | 2007  2008  2007  2009 |
| NATIVE LANGUAGE | Romanian |
| FOREIGN LANGUAGES English language - ability to read - ability to write - ability to speak | - good - satisfactory - satisfactory |
| SOCIAL SKILLS AND COMPETENCES |  |
| Supporting and guiding students in performing artistic programs, visits, recreation trips and school and professional guidance, The exchange of experience. | Collaboration protocol with gymnasium and high schools |
| ORGANIZATIONAL SKILLS AND COMPETENCES |  |
| Organizer and coordinator of various committees: payroll, school curriculum, school documents, manual supply, patrimony inventory. |  |
| TECHNICAL SKILLS AND COMPETENCES |  |
| Courses in the field of ICT use - Operating in Windows environment, - use Word Word editor and excel spreadsheet, Windows Movie Maker, PowerPoint, AeL, presentations and Google Drive documents. - use of Internet and e-mail, online platforms (e-Twining, Kahoot, Moodle). | March 2005 - present |
| **DRIVING LICENCE** | Yes |
| MORE INFORMATION |  |
| Willingness to team up projects that contribute to the development of life skills, children's education, and the proximity of the school community. |  |
| CONTACT PEOPLE |  |

Opinion

A principal is someone who is the leader of the entire community within the school.

He or she is responsible for managing the major administrative tasks and supervising all students and teachers

A director checks the qualifications of each child and passes them to the registry. Attention is very important in this profession and you have to be involved all the time. The situation of each student is analyzed and discussed.

She/He also consults with the other teachers.

The director makes decisions within the school and tries to do whatever is best to solve any problem.

There are many duties of a school principal. Some of these duties include, but are not limited to the following:

* Hiring the staff members
* Communicating with parents when necessary
* Creating policies (such as dress code)
* Planning academic calendars for the school
* Handling of student recruitment and admission into the school
* Disciplining students when needed
* Supervising students, staff and other members
* Designing creative new programs and restructuring old ones
* Handling the school budget
* Maintaining secure funding for the school
* Making both daily decisions as well as long-term decisions

The annual leavening of the director is approved by the general school inspector and the program for each day is 8 hours from Monday to Friday.

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