

Europass Curriculum Vitae

Personal information

First name(s) / Surname(s) **LAZAROV Valentin Georgiev**
Address **26A Lepenec str., 1517, Sofia, Bulgaria**
Telephone(s) **+359 2 9377425** Mobile: **+359 887996214**
E-mail **vlazarov@sofia.bg**
Nationality **Bulgarian**
Date of birth **31 January 1963**
Gender **Male**

Work experience

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| Dates | 15 MAY 2006 – PRESENT |
| Main activities and business sector | Coordination and supervising administrative departments in Municipality of Sofia |
| Responsibilities | Planning, organizing and supervising the full execution of the administrative process. |
| Position held | Department Manager |
| Name and address of the company | Sofia Municipality, 33 Moskovska str., 1000 Sofia, Bulgaria |
| Dates | 01 JANUARY 2005 – 15 NOVEMBER 2005 |
| Main activities and business sector | Administrative service to physical and juridical persons |
| Responsibilities | Planning and organizing the activities related to the administrative services |
| Position held | Department Manager |
| Name and address of the company | Sofia Municipality, Area "Vrabnica", bl. 238, "Han Kubrat" blvd., Sofia, Bulgaria |
| Dates | 01 NOVEMBER 2003– 31 DECEMBER 2004 |
| Main activities and business sector | Preparing and executing projects of "PHARE" programme of EU |
| Responsibilities | Planning and preparing programmes and projects for applying for the "PHARE" programme |
| Position held | Project Manager |
| Name and address of the company | University of library science and Information technologies. |

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| Dates | 04 JUNE 2000 – 10 OCTOBER 2003 |
| Main activities and business sector | Managing, valuation and selling of movable and immovable belongings deprived in public benefit or acquired in procedure of bankrupt. |
| Responsibilities | Planning, organizing, and managing the whole process of acquiring and selling |
| Position held | Department Manager |
| Name and address of the company | States receivables collection agency |
| Dates | MAY 1996 – JUNE 1999 |
| Main activities and business sector | Valuation of investment projects, proposed from State fund “Agriculture” |
| Responsibilities | Research, analysis and valuation investment projects in the agriculture sector. |
| Position held | Sector Manager |
| Name and address of the company | Ministry of agriculture and food supply, State fund “Agriculture”. |
| Dates | 1994 – 1996 |
| Main activities and business sector | Engineering activities |
| Responsibilities | Organizing and managing work activities of a state company |
| Position held | Manager |
| Name and address of the company | “Elektroinvest engineering” Ltd., daughter company of “Metalchim Holding” Plc. |
| Dates | 1991 - 1994 |
| Main activities and business sector | Developing investment projects and valuation of movable and immovable property |
| Responsibilities | Research and valuation of machines, equipment and whole manufactures – investment projects. |
| Position held | Expert and consultant |
| Name and address of the company | “Deni-Consult” Ltd. |
| Dates | 1990 - 1991 |
| Main activities and business sector | Reporting the economical life in the press |
| Responsibilities | Economical reporter and editor of the Ministry of Economy and Energetics |
| Position held | Journalist |
| Name and address of the company | Newspaper “Pari” |

Personal skills and competences

Mother tongue Bulgarian

Other languages

Self-assessment

Language

English

| Understanding | | Speaking | | Writing |
|---------------|---------|--------------------|-------------------|---------|
| Listening | Reading | Spoken interaction | Spoken production | |
| Basic | Basic | Basic | Basic | Basic |

Social skills and competences

Chairman - Council of jury of the Sofia Area Court House.
Juryman in the Sofia Area Court House for criminal trails.

Organisational skills and competences

Chairman of the Commission for accepting and managing the donations for Sofia Municipality.
Member of the Commission against corruption, signals and complaints from the citizens to Sofia Municipality.
President of the Board of the National Association of Municipal Clerks in Bulgaria.

Technical skills and competences

Working with personal computer.

Artistic skills and competences

Editor and author of economical analysis and comments.
Lecturer in the National Association of the municipality employees in Bulgaria.
Teacher in the Institute for public administration European integration.

Other skills and competences

Expert – valuator of whole manufactures and machines with licenses issued from the Agency for privatization.

Driving licence

Yes

Additional information

Trainings in Bulgaria and Brussels for managing projects for programs of European Union.

Education and qualifications

Dates

2005 – 2007

Organization

University of National and World Economic – Sofia, Bulgaria.

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| Basic fields of study - professional skills acquired | Book keeping and control |
| Qualification | Economist |
| Level of education | Master degree |
| Dates | 2003 – 2005 |
| Organization | University of National and World Economic – Sofia, Bulgaria. Institute for after graduating qualification. |
| Basic fields of study - professional skills acquired | Law |
| Qualification | Specialization |
| Dates | 1982 – 1987 |
| Organization | Technical University – Sofia, Bulgaria. |
| Basic fields of study - professional skills acquired | Radio and TV techniques. |
| Qualification | Engineer |
| Level of education | Master degree |