



WORK EXPERIENCE

01/01/2024 – CURRENT Genova, Italy

Agency's Services Coordinator CCI Genova - Executive Agency

- general coordination of the Executive Agency's services
- management of tenders for services and supplies
- preparation of the Management Board Meetings

01/01/2019 – CURRENT Genova, Italy

Head of Sector "European Affairs and Projects" CCI Genova - Executive Agency

■ **Responsible for EU project management** in all project life cycle phases. Consolidated experience in the preparation, management and reporting of projects directly funded by EU programmes and by EU Territorial Cooperation Programmes (Alcotra, France-Italie Maritime, MED, Central Europe)

■ **Coordinator of the local Enterprise Europe Network Office**, the network set up by DG Enterprise and Industry of the European Commission to sustain SMEs competitiveness and innovation.

In this position the main activities are the followings:

- conception of the annual action plan, financial plan included;
- management of the staff members;
- coordination of the communication plan;
- support to SMEs when looking for participation to EU funded projects and for commercial, technological and research partners;
- support to technology transfer and enhancement of innovation management capacity in SMEs.
- training on EU policies insisting on SMEs development and competitiveness, research and innovation and regional policy;
- organization of transnational raising awareness events
- Chair of the EEN Thematic Group "Access to Finance"
- Chair of the Subgroup "Access to Finance", within the EEN Working Group "Sustainability"
- Chair of the EEN Action Group "Start-ups/Scale-Ups"

■ **Member of the Steering Committees of the ESIF Operational Programmes (ERDF; ESF and EARDF)**

■ **Member of the Task Force set-up by the Managing Authority of the Interreg Italy France Programme for the definition of the new Operational Programme 2021-2027**

■ **Manager of the measure delegated by the Regional Government for 1) the promotion and assistance to companies to benefit of the regional ERDF Operational Programme and 2) the promotion to companies to benefit of the regional ESF+ Operational Programme;**

■ **Contact person for the transnational French-Italian Association "Les CCI ALPMED ASBL"**, whose main objective consists in fostering cross-border relations between economic and institutional actors of cross bordering French and Italian regions.

01/01/1999 – 31/12/2018 Genova, Italy

Head of Sector "European Affairs and Services to Companies" Unioncamere Liguria

- Coordinator of the local Enterprise Europe Network Office, the network set up by DG Enterprise and Industry of the European Commission to sustain SMEs competitiveness and innovation. In this position the main activities are the followings:
 - conception of the annual action plan, financial plan included;
 - management of the regional EEN staff members;
 - coordination of the communication plan;

Raffaella Bruzzone

- support to SMEs when looking for participation to EU funded projects and for commercial, technological and research partners;
- support to technology transfer and enhancement of innovation management capacity in SMEs.
- Member of the Steering Committees of the ESIF Operational Programmes (ERDF; ESF and EARDF) at regional level;
- Manager of the measure delegated by the Regional Government for the promotion and assistance to companies to benefit of the regional ERDF Operational Programme;
- from 2002 to 2008, Head of the Unioncamere Liguria Representative Office in Brussels. In this position the main activities were the followings:
 - drafting position papers on EU policy with particular focus on entrepreneurial development, regional and cohesion policy and research and innovation;
 - training on EU policies insisting on SMEs development and competitiveness, research and innovation and regional policy;
 - organization of transnational raising awareness events.
- Since 2009 referent person for the transnational French-Italian Association "Les CCI ALPMED ASBL", whose main objective consists in fostering cross-border relations between economic and institutional actors of cross bordering French and Italian regions. In this position main activities are the followings:
 - preparation of the annual action plan to be approved by the Management Board;
 - organization of transnational events enabling SMEs and economic actors to further develop their competitiveness and business opportunities;
 - media involvement.
- Responsible for EU project management in all project life cycle phases. Consolidated experience in the preparation, management and reporting of projects directly funded by EU programmes and by EU Territorial Cooperation Programmes (Alcotra, France-Italie Maritime, MED, Central Europe).

01/03/2007 – 31/07/2007 Brussels, Belgium

Structural Trainee European Commission - DG AIDCO, Unit C3

- Assistance to the Information Officer in communication related activities (press release preparation, DG website update,...)
- Participation to Quality Support Group at AIDCO Directorate C
- Preparation of an analysis on external aid programmes' quality measurement tools, such as Quality Support Group and Result Oriented Monitoring, in order to suggest further improvements.

01/06/2002 – 30/06/2002 Rome, Italy

Short Term Expert STEM - VCR srl

Within the European Commission supported "Euro-Tunisie Entreprises" Business Centre, expert in charge of the training to the Tunisian Industrial Association - API personnel to set up a Euro Info Correspondence Centre in Tunis, to support SMEs to acquire more modern and competitive standards to enhance their competitiveness and capacity to work abroad and with EU partners.

EDUCATION AND TRAINING

01/09/2017 – 30/11/2017 Roma

Certificate of attendance Unioncamere

Digital Agenda
Digitalisation processes in SMEs
Technology transfer
Innovation processes

01/03/2007 – 30/03/2007 Brussels, Belgium

Project Cycle Management and Economic&Financial Analysis European Commission
– Aid Delivery Method Training Programme

- Project Cycle
- Logical Framework Approach
- Analytical Tools

01/01/2004 – 30/06/2006 Brussels, Belgium

Master in Business Administration - Specialisation in Lobbying, Advocacy and Negotiation United Business Institute

- Financial Management;
- Economics for Business;
- Managerial accounting;
- International Marketing;
- EU and international law;
- Project management;
- Organizational behaviour;
- Lobbying, Advocacy and Negotiation Skills.

01/11/1988 – 16/11/1993 Genova, Italy

Laurea in Scienze Politiche - Indirizzo Politico-Internazionale /Master's Degree in Political Sciences; Votazione 110 e lode; Argomentazione della tesi: Il ruolo dell'opposizione nella X legislatura Università degli Studi di Genova

- Political Sciences
- EU and International Law
- Economic Policy
- EU and International Organizations
- Public Administrations management

Level in EQF EQF level 7

LANGUAGE SKILLS

MOTHER TONGUE(S): Italian

Other language(s):

English

Listening C1
Reading C1
Writing C1

Spoken production C1
Spoken interaction C1

French

Listening C1
Reading C1
Writing C1

Spoken production C1
Spoken interaction C1

German

Listening B2
Reading B2
Writing B2

Spoken production B2
Spoken interaction B2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Office | Microsoft Word | Microsoft Excel | Outlook | Zoom | Google Docs | Google Drive | Microsoft Powerpoint

RECOMMENDATIONS

References are available on request

ORGANISATIONAL SKILLS

● **Organisational skills**

- Proven capacity to coordinate groups of people, gained as manager of the Enterprise Europe Network regional office, as project coordinator of transnational EU funded projects and as coordinator of EEN transnational Working Group on "Access to Finance".

COMMUNICATION AND INTERPERSONAL SKILLS

● **Communication and interpersonal skills**

Good communication skills acquired through:

- the participation to transnational networks of public and private actors at European level;
- the organisation and management of public events (workshops, training sessions, conferences,...).

JOB-RELATED SKILLS

● **Job-related skills**

- Sound knowledge of EU institutions functioning, acquired during the professional experience in Brussels as Head of Unioncamere Liguria Representative Office and further improved during the structural traineeship at DG AIDCO;
- consolidated experience in planning and coordinating events (conferences, workshops, matchmaking events,..) at transnational, national and regional level;
- good capacity in project management, financial planning and monitoring included, acquired through the participation to several EU programmes' call for proposals;
- sound experience in drafting position papers on EU policies, acquired during the experience as Head of Unioncamere Liguria Brussels Office;
- ability to draft administrative documents and notes;
- ability to apply legal framework and existing rules;
- attitude to work in a multicultural environment.

Genoa, 11 September 2024