



# Bogdan Ștefan

## Professional Summary

- ✓ 10 years experience in Learning and Development (training, experiential learning, coaching, career counseling, assessment centers);
- ✓ 8 years experience in Recruiting (volume recruiting, head hunting, recruiting for culture, outplacement projects);
- ✓ Created and implemented Learning, Development and Talent Management programs for companies like Luatel and Ipsos Interactive Services;
- ✓ 4 years experience in Data Analysis, Statistics, CRM and Customer Service related flows;
- ✓ Developed and implemented Performance Management and People Analytics systems.

## Work Experience and Achievements

2017-03 – 2018-06: **HR Project Manager** – Ipsos Romania, Bucharest

- Trainers Network – created and managed a network of internal trainers made of employees who wanted to support their colleagues;
- HR Analytics – designed a system that combines daily HR data (employee turnover, exit interview data, adherence to the schedule) with periodic surveys (performance and satisfaction), to offer information about the most efficient interventions to reduce attrition.
- HR Reporting – designed and delivered reports on HR data for the management team.

2016-07 – 2017-03: **L&D Lead** – Luatel Romania, Bucharest

- Developed and implemented a competency based performance management system – from recruitment to constant development
- Coordinated the development and implementation of an online tool that is used as a knowledge base, e-learning platform, and a tool to display the information as call center user-friendly scripts.

2008-08 – present: **OD Consultant** – Freelancer, Bucharest and Timisoara

- Trend Consult (Collaboration)
  - **Coach/ Consultant** in several assessment centers and competency based development programs, using behavioral analysis and Human Synergistics® tools for clients like Albalact, BAT, Rutronik, Prutul, Provident, WWF Romania, Glaxo Smith Kline.
  - **Trainer** – communication and sales – for clients like Oracle University, Rombat, Cit One, Business Days
- Price Water Coopers (Collaboration)
  - **Consultant** in assessment centers for BCR Erste Bank and Vienna Insurance Group
- Endike Associates and PLHR (Collaboration)
  - **Recruitment Specialist** – for clients mainly in the IT industry
- Connect-CEE (Collaboration)
  - **Facilitator** in a team program for Microsoft Romania
  - **Consultant** in the assessment center for UNDP Romania

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A people-oriented freak, convinced that the best time investment is to support other people in their own development, enabling them to grow and to believe in themselves.

A systems thinker who guides his actions towards a bigger purpose, considering that all businesses are ecosystems.

### Training (experiential learning)

★ ★ ★ ★ ☆

### Coaching

★ ★ ★ ★ ☆

### Behavioral Analysis

★ ★ ★ ★ ★

### Recruiting

★ ★ ★ ★ ☆

### Project Management

★ ★ ☆ ☆ ☆

### Spoken languages

Romanian – native proficiency

English – native proficiency

German – fluent

French – conversational

## Driving license

2001: Categories A & B with over 600.000 km driving experience and no major accidents...except that time when I actually had to buy a new car afterwards... it doesn't matter. It wasn't my fault.

## Favorite quote

"Don't accept average habits, open your heart and push the limits." - Enigma

## Other "studies"

Karate – 6 years

Piano – 6 years

Canto (Tenor) – 4 years, but I've been singing professionally in several church choirs since 2003.

## Never have I ever

- gotten bored watching the sunset;
- thought it was a good idea to spend a sunny day at home;
- refused when I was asked out to party with my colleagues;
- thought there was no more room left for improvement;
- stopped believing in people and the wonderful things we are capable of;
- stood on the side when someone was being bullied;
- watched a cool movie only once;
- preferred the mall to a walk in the forest;
- cared that people think I sometimes dress like an old man;
- insulted anyone (at least not knowingly);
- simply followed the rules without questioning anything;
- stopped being curious.

## Work Experience and Achievements

2008-08 – present: **OD Consultant** – Freelancer (continued)

- Own projects
  - **Trainer** – delivered several training and team building programs on communication, sales, presentation skills, teams, and leadership, mostly to local companies;
  - **Recruitment specialist** – worked on a few recruitment projects for local businesses, using methods involving behavioral analysis;
  - **Executive coach** – worked with several clients to offer them support in finding solutions to their professional challenges;
  - **Software developer** – developed a performance appraisal system, a primary bookkeeping software and a system to manage Occupational Safety and Health documentation, in PHP & MySQL;
  - **Occupational Safety and Health Inspector** – delivering OSH services to local companies.

2007-12 – 2008-08: **Data Analyst** – Orange Shared Services, Bucharest

- Improved structure of the database and created optimization algorithms in collaboration with the Database Architect;
- Improved quality and added intelligence to the existing data;
- Designed and delivered the *Workshop on Change* – my first soft skills training program, based on *Who Moved My Cheese?* – to prepare a department of 100+ employees for the pending reorganization.

2007-01 – 2007-12: **Statistics Analyst** – Orange Romania, Bucharest

- Increased productivity by over 210%, by developing new technologies;
- Improved team engagement and reduced response time;
- Attracted new internal clients to benefit from the team's services.

2005-09 – 2007-01: **Customer Care Representative** – Orange Romania, TM

2004-04 – 2005-04: **Sales Representative** – Villeroy & Boch, Timisoara

## Education and Certificates

- 2017: Executive Coaching Certificate Academy of Executive Coaching
- 2016: Career Counselor's Certificate
- 2015: Human Synergistics® Certificate for LSI, GSI, and OCI
- 2015: Self Development Counselor's Certificate
- 2014: Performance Evaluator's Certificate
- 2009: Trainer's Certificate
- 2008: Occupational Safety and Health Inspector Certificate
- 2007: Introduction to SQL Course – Oracle University
  
- 2006: I. C. Dragan European University – Cybernetics and Informatics
- 2001: Nikolaus Lenau German High School Timisoara – Mathematics and Informatics

## References

Available upon request.

*Thank you for your time,  
Bogdan*

