

Curriculum Vitae

Personal information

First name(s) / Surname(s) **Valentin Georgiev Lazarov**
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

Dates **15 MAY 2006 – PRESENT**
Main activities and business sector **Coordination and Supervising administrative departments in Municipality of Sofia**
Responsibility **Planning, organizing and supervising the full execution of the administrative process.**
Position held **Head of Department**
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**
Responsibility **Planning and organizing the activities related to the administrative services**
Position held **Head of Department**
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**
Responsibility **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.**
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.
Responsibility	Planning, organizing, and managing the whole process of acquiring and selling
Position held	Head of Department
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”
Responsibility	Research, analysis and valuation of investment projects in the agriculture sector.
Position held	Head of Sector
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
Responsibility	Organizing and managing work activities of a state company
Position held	General Manager
Name and address of the company	“Elektroninvest 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
Responsibility	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
Responsibility	Economical reporter and editor of the Council of Ministers
Position held	Journalist
Name and address of the company	“Money” Newspaper

Personal skills and competences

Mother tongue	Bulgarian
Other languages	English
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.
Artistic skills and competences	Editor and author of economical analysis and comments. Lecturer in the National Association of Municipal Clerks in Bulgaria. Lecturer in the Institute for public administration and European integration.
Other skills and competences	Coordinator from Bulgaria of the International cultural event under the patronage of Mr. Jan Figel, European Commissioner for Education, Training, Culture and Youth " VIVA EUROPA June 24th 2009", organizer Generalidad Valenciana. Coordinator from Bulgaria of International Project "Police's itineraries in the multi professional network for the prevention of juvenile delinquency", Security and Safeguarding Liberties / Prevention and fight against crime / Call for proposals "Action grants" 2007, /2009 – 2010/. Coordinator of Project " Actively civil society for success and transparent administration", Operatively Programme "Administrative Capacity" /2008 – 2009/. Coordinator of Project "Building the Conditions for Increasing the Management Transparency and Control", Operatively Programme "Administrative Capacity" /2008/. Coordinator for Sofia of Project "Improving Bulgarian Local Government Integrity", Ministry of Foreign Affairs of the Netherlands /MATRA programme/, /2008 - 2009/. Coordinator of Project "Corruption Risks in Public Procurement Process", The Balkan Trust for Democracy and USAID /2008 - 2009/. General Manager of the International conference "The European City" / 2006, 2007, 2008, 2009 in Sofia /. Expert – valuator of whole manufactures and machines with licenses issued from the Agency for privatization.
Additional information	Training in The Netherlands on MTEC IPA/Structural Funds /2009/. Training in The Hague and Brussels for Decentralisation & EU Accession , The Hague Academy for Local Governance /2009/. Trainings in Bulgaria and Brussels for managing projects for programs of European Union /2007/.

Education and qualifications

Dates	2005 – 2007
Organization	University of National and World Economic – Sofia, Bulgaria.
Basic fields of study - professional skills acquired	Book keeping and control
Qualification	Economist
Level of education	Master degree
Dates	2008
Organization	New Bulgarian University – Sofia, Bulgaria
Basic fields of study - professional skills acquired	Efficient management of the administration
Qualification	Specialization
Dates	2001 – 2003
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