

CURRICULUM VITAE

Proposed role in the project:

Category: Senior expert

Nominated by:

1. **Family name:** Pandurov
2. **First name:** Vladimir
3. **Date of birth:** 22.11.1976
4. **Passport holder:** Serbia
5. **Residence:** Serbia
6. **Contact:** pandurov@gmail.com; +381 63 453 000
<http://rs.linkedin.com/in/pandurov>
7. **Education:**

Institution (Date from - Date to)	Degree(s) or Diploma(s) obtained:
Senior High School, Pancevo, Serbia 1995.	High School Diploma
Peace studies, Belgrade – Nov 2000	Diploma in Peace studies
PCM group, Brussels – Dec 2004	Basic and Advanced certificate in PCM
PRA Business School, Belgrade – Nov 2006	Diploma in Public Relations (Crisis PR)
Faculty of Business and Industrial Management, Union University Belgrade 2008 - 2011	Manager, Bachelor of Science
London school of Commerce, Belgrade 2014 Cardiff Metropolitan University	Executive MBA

8. Language skills: Indicate competence on a scale of 1 to 5 (1 - excellent; 5 - basic)

Language	Reading	Speaking	Writing
Serbian-Bosnian-Croatian	1	1	1
English	1	1	1

9. Membership of professional bodies: Team Europe Serbia (EU delegation Serbia), IPRA

10. Other skills (e.g. Computer literacy, etc.): MS Windows and Office tools (Word, Excel and PowerPoint); MS Project, certified EU PCM trainer, ISO 9001:2008, ISO 14001:2004, OHSAS 18001:2007 Internal Auditor Training Course (SGS, License 609/13, February 2013), Business Standardization and Certification (SGS, License 131/13, February 2013), Doing business with EU and CEFTA countries (regulations, marketing and internationalization) (SGS, License 487/13, February 2013)

11. Present position: Independent development consultant

12. Years within the firm: over 14 years

13. Key qualifications (Relevant to the project):

Vladimir Pandurov is highly experienced EU IPA programming manager, award-winning¹ EU Proposal/Bid writer, EU procurement and Assessment/Evaluation expert, with 15 years' experience on EU development assistance programmes throughout Central & South Eastern Europe, Africa, Turkey and the Middle East; within the context of Socio-economic development, Local Economic Development and Innovation. Main sectors covered: EU programming, regional development, human resource development and public administration reform. Vladimir is qualified with an **MBA degree** with London School of Commerce and a **Bachelor of Science in Business and Industrial Management**, Union University Belgrade

15 years of professional experience, 13 years of which is in international environments

- ✓ 12 years of professional experience in good governance (institutional strengthening and capacity development; policy dialogue; public administration reform)
- ✓ 5 years of professional experience in private sector development;
- ✓ 29 formulated & 25 successfully contracted proposals/bids (31 mil. EUR, 86% win rate);
- ✓ Programming and Project Proposal Writing expert: Extensive knowledge and training and coaching experience on EU, USAID and UN funded Grant Programmes; PCM, Programming, Project Preparation, Project Development, Grants Assessment, Implementation, Management,

¹ 3rd prize at European Projects Awards IPA 2013, in the category "implemented projects", European Projects Association – EPA October 2013, "Vojvodina Metal Cluster" project <http://europeanprojects.org/awardsIPA/winners>

Recording, Reporting, Procurement and Monitoring. More than 130 training events organized. Proven understanding of EU PRAG rules and its applications.

- ✓ Extensive experience in assessment/evaluation: 4 (four) EU funded Call for proposals for Grants as assessor; 1 (one) contract as an assessor of USAID Call for proposals, and 2 (two) contracts as an assessor of Swiss government CfPs.
- ✓ over 12 years professional experience in managing EU structural funds and/or other financial instruments (programming, implementation, monitoring, evaluation), with proven ability to develop training master-plans as well as to design and provide training, workshops, study tours and presentations (more than 130 training events organized).
- ✓ 7 years of experience EC tender and contracting procedures for different sectors (private sector development/competitiveness, human resource development, EU programming and public administration reform, etc.)
- ✓ strong track record of work experience with public administrations, development agencies and int. organisations in development policy and implementation, workforce planning, workload analysis and linking human resources (HR) strategies with regional development objectives;
- ✓ over 6 years professional experience working with managing authorities/intermediate bodies in Structural Funds and/or other financial instruments;
- ✓ over 3 years of professional experience in strategic planning, designing and drafting of operational programmes and accompanying programming documents related to cross-border cooperation in the context of Structural Funds, and/or other financial instruments;
- ✓ experience in communicating development policy and helping to improve donor visibility, as well as in awareness-raising activities and in conducting trainings on development policy and implementation issues;
- ✓ **Fluent English:** possess a high degree of proficiency in both written and spoken English, including the ability to translate Serbian language into precise and correct English, and English into Serbian. On occasion, an can act as an interpreter in situations where considerable importance attaches to proper word meaning.

Specific experience in the region:

Country	Date from - Date to
Turkey, Syria, Kosovo, Serbia, Switzerland, UK, Myanmar, Libya, Palestine	May - December 2014.
Kosovo, Bosnia & Herzegovina	February 2013 – May 2013
Slovakia, Hungary, Romania, Bulgaria, Serbia, Italy	June 2009 – May 2012
Serbia - Romania	Dec. 2007 – January 2009.
Serbia – Montenegro – Bosnia & Herzegovina	Feb. 2007 – Dec. 2007.
Serbia - Bulgaria	Feb. 2006 – Feb. 2007
Serbia – Kosovo – Bulgaria – Macedonia-Croatia - Czech Republic	March 2002 – Dec.2005.
Serbia	April 2000 – March 2002

14. Professional experience:

Date from – Date to	Location	Company & reference person	Position	Description
March 2013. – ongoing	Serbia, Turkey, Syria, Kosovo, Switzerland, UK, Myanmar, Libya, Palestine	EU PROJECTS PCM Ltd, Belgrade	Owner / Managing Director	<p>REFERENCES:</p> <ol style="list-style-type: none"> BUSINESS INFO GROUP doo, Belgrade (Proposal development, USAID grants; Media dev.; Business plan development) Fund Academy for Banking and Finance, National Bank of Serbia (Teambuilding; Banking and finance sector) IDA - Ibar Development Association (EU Project Cycle Management training, LFA, Proposal Development) SPARK Foundation, Amsterdam – The Netherlands (EU PCM training, LFA, Proposal Development, Bid/Tender Management, Business dev.) <i>Project Proposal Writer is responsible to provide services in proposal writing and costing for bidding on (non)government contracts and grants to heads of SPARK offices in the field (Netherlands, Serbia, Montenegro, Kosovo, Myanmar, South Sudan, Liberia, Libya, Burundi, Rwanda, Yemen, Palestine...etc)</i> NGO „Women Support Centre“, Kikinda (EU PCM training, Logical Framework Approach, Proposal Development) Center for Automation and Mechatronics, Novi Sad (Bid/Tender Management, EU Project Cycle Management, PRAG) A-MEDIA doo, Belgrade (Bid/Tender Management, EU Project Cycle Management, PRAG) New Thing doo, Pancevo (Bid/Tender Management, EU Project Cycle Management, PRAG) CITRONIX Ltd, Subotica (Trade and Private sector development, Metal processing industry, CEFTA) Education center, Leskovac (Event management, Education) NGO The Democratic Transition Initiative (Bid/Tender Management, EU PCM, PRAG, Business plan development) Heineken a.d. United Serbian Breweries, Serbia (Translation) SISTEM NET, Temerin (Bid/Tender Management, EU Project Cycle Management, PRAG, Business plan development) Chamber of Commerce of Srem region, Sremska Mitrovica (SERVICE CONTRACT NO 6526-00/2011/Grant104/2013-5/1 EU PCM training, LFA, Proposal Development, Regional development, Tourism) PIXELS KINGDOM, Pancevo (EU PCM training, LFA, Proposal Development, Bid/Tender Management) VOJVODINA METAL CLUSTER, Temerin (SGE 10532-02 Cluster to Cluster management, Industrial Subcontracting Serbia Service: EU Project Cycle Management training, Logical Framework Approach, Proposal Development, Bid/Tender Management) Management and consulting agency PROSPER, Belgrade (EU PCM training, LFA, Bid/Tender Management) NGO “IN CENTRE”, Belgrade (EU PCM training, LFA, Proposal Development, Bid/Tender Management, Social inclusion) Public utility company Pancevo municipality „Construction and building“ (EU PCM training, LFA, Local economic development) Public utility company Pancevo „Water Supply and Sewerage“ (EU PCM training, LFA, Local economic development)

				<p>21. Public transportation company ATP, Pancevo (EU PCM training, LFA, Local economic development)</p> <p>22. City housing agency Pancevo (EU PCM training, LFA, Local economic development)</p> <p>23. Public utility and cleaning company “Higijena” Pancevo (EU PCM training, LFA, Local economic development)</p> <p>24. Municipality of New Belgrade, Belgrade - Serbia (EU PCM training, LFA, Local economic development)</p> <p>25. Expert Solutions International, Temerin (Bid/Tender Management, EU PCM training, PRAG, Business plan development)</p> <p>26. Methodes doo Beograd – Frenklin Covey International (EU Project Cycle Management training, Logical Framework Approach, Proposal Development, Local economic development)</p> <p>27. Municipality of Zvezdara, City of Belgrade (EU PCM training, LFA, Proposal Development, Local economic development)</p> <p>28. Municipality of Trstenik, Serbia (EU PCM training, LFA, Proposal Development, Local economic development)</p> <p>29. Institute for Nature Conservation of Serbia (EU PCM training, LFA, Proposal Development, Nature protection)</p>
December 2014. – September 2014	Serbia, Bulgaria	Chamber of Commerce and Industry of Serbia vera.veljanovski@pks.rs	Team leader (financial planner)	<p>Team Leader (Financial expert) of the service contract with DTI - 2013/SEE/D/0335/1.3/X-TD04, within the Project " NO-BLE Ideas - Young InNOvators Network for Sustainable Ideas in the Agro-Food Sector ". Results: intellectual property, access to finance, management of innovation/marketing,</p> <p>Client: COCIS & DTI Ltd.</p>
January 2014. – August 2014	Serbia, Bulgaria	Project Planning and Management Ltd. dstoyanov@ppmanagement.eu	Key Expert 2 Planner: Preparation of Bulgaria – Serbia IPA Cross-border Programmes 2014 – 2020	<p><u>Key Expert 2 Planner: IPA - Preparation of IPA Cross-border Programmes 2014 - 2020</u></p> <p>The purpose of the contract is to to prepare the Bulgaria – Serbia IPA Cross-border Programme 2014 – 2020 in harmony with the legal framework taking into account the specificities of the programme area and respecting the principle of multi-level governance, and to present the draft Programme at various events (JWG meetings, regional consultations, etc.).</p> <p>Client: Project Planning and Management Ltd.</p>
March 2013. – October 2013.	Serbia,	EU / GFA Consulting Group GmbH ivan.brkic@iisp.rs	Non-key Senior Short Term Expert	<p>The Senior Short Term Expert is contracted under the project <u>“Integrated Innovation Support Programme Serbia”</u> (Contract No: 10/SER/01/12/11) <u>6 targeted human resource development (coaching) sessions that will focus on private sector development and innovation management:</u> - Innovation Diagnostics and Innovation Priorities; Scoping Business Opportunities: Understand the Market and the Customers; - Product Positioning: Competition, Customers and Value Capture; Reinforcing Organisational Structures and Processes: Inside the Firm and its Supply Chain; Routes to the Market: Strategy & Alliances; Action Planning for Innovation Projects. Client: GFA Consulting Group GmbH, Hamburg http://www.gfa-group.de/</p>
May 2012. – ongoing	Serbia	Vojvodina Metal Cluster Zoran Pekez zpekez@vmc.r	Business Development Manager / Head of VMC project development centre	<p><u>Business Development Manager / Head of VMC project development center</u> is responsible for developing and implementing growth opportunities, through the creation of long-term value for VMC from customers, markets, and relationships.</p> <p>In November 2012 the membership of Vojvodina Metal Cluster makes 103 organizations (85 companies and 18 supporting organizations), which employ about 6300 employees and have a turnover of EUR 260 million, and export around EUR 72 million. In addition to founding companies, Vojvodina Metal Cluster consists of 18 supporting organizations (universities, chambers, RDAs,</p>

		<u>s</u>		associations, etc.). Client: Vojvodina Metal Cluster
Sept. 2011. – April 2012	Serbia, Croatia Bulgaria	Maxima consulting, Belgrade - max@maximaconsulting.rs	Project Preparation Expert & Grants Coordinator	<u>The Project Preparation Expert and Grants Coordinator (19.09.2011. – 03.04.2012. with a total of 55 working days)</u> will be responsible for ensuring strengthen the capacity of municipalities and other key inter municipal stakeholders to prepare good inter municipal development projects through the mentoring and coaching for development of IPA CBC project proposals. The USAID Sustainable Local Development Project (2011) is a five-year, \$22 million project supporting the long-term economic and social development of Serbian cities and municipalities by assisting them to move beyond city-by-city solutions in favor of cooperative, inter-municipal approaches to improving public services and invigorating their economies. Client: Chemonics International
Sept. 2011 – Dec. 2011.	Serbia	EU / Urban and Spatial Planning Institute of Vojvodina, Director Vladimir Zelenovic, PhD	Local Economic Development expert	<u>Local economic development expert (18.09. – 18.12.2011. , with a total of 60 working days).</u> During this Contract, Mr Pandurov was responsible for <u>human resource development</u> and strengthening the capacities of the Institute through mentoring and coaching of its employees in the area of Project Cycle Management and IPA Cross-border cooperation funding, related to the core mission and services of the Institute - to create spatial and urban plans, detailed regulation plans, projects for land allotment, strategic assessment projects, building requirements and other professional activities in the field of spatial planning and environment. Client: Urban and Spatial Planning Institute of Vojvodina, Serbia
Sept. 2011 – Dec. 2011.	Serbia	EU / RDA of Jablanica and Pcinja districts dobрила.sudima.c.mratinkovic@centarzarazvoja.org	IPA / Project Cycle management expert	<u>IPA / Project Cycle management expert (30.09. – 30.12.2011. ,with a total of 20 working days).</u> This is to confirm that Mr. Vladimir Pandurov was employed under the Service Contract with the Regional Development Agency of Jablanica and Pcinja districts. Mr. Pandurov was engaged since 30th August 2011 as an IPA / Project Cycle management expert. During this Contract, Mr Pandurov was responsible for <u>human resource development</u> and strengthening the capacities of the Regional Development Agency of Jablanica and Pcinja districts, through mentoring and coaching of its employees in the area of Project Cycle Management and IPA funding, related to the project "Support to sustainable regional development of municipalities in Jablanica and Pcinja districts" implemented by the Regional Development Agency of Jablanica and Pcinja districts and funded by the Austrian Development Cooperation. Client: Regional Development Agency of Jablanica and Pcinja districts, Serbia
May. 2011 – Dec. 2011.	Serbia	EU Exchange Programme / Municipality of Nova Varos, Nenad Todorovic Deputy mayor nedtod@gmail.com	Local Economic Development expert	<u>Local Economic Development expert (05.05.2011. - 01.12.2011. with a total of 59 working days)</u> responsible for <u>human resource development</u> and strengthening the capacity of LED offices in the Municipalities of Nova Varos, Priboj and Prijepolje to prepare good inter municipal development projects through the mentoring and coaching for development of IPA CBC project proposals. Training Needs Assessment, Design Training Programme; Implementation of LED Framework Course (LED Office Organization and Interpersonal Skills; Business Generation Tools and Techniques; Work Force Development; Business Friendly Municipality; Financing Tools; Balancing Legal and Investor Requirements); IFO method (Business Climate Baseline survey) design and implementation; Implementation of a EC Project Cycle Management and IPA training course; IPA CBC project preparation (2 project concept notes and LogFrames developed); Implementation of a training "Public Relations and Marketing for LED offices" Client: Municipality of Nova Varos, Serbia
May. 2009 –	Serbia	USAID /	IPA/ Project Cycle	<u>IPA/ Project Cycle Management expert (05.06.2009 – 05.11.2010., with a total of 60 working days).</u>

Nov. 2010		<p>SEEDEV d.o.o., Belgrade</p> <p>Dragana Tar</p> <p>Project Manager</p> <p>dragana.tar@seeev.org</p>	<p>Management expert</p>	<p>Mr. Vladimir Pandurov was employed under the Service Contract with SEEDEV d.o.o., Belgrade. Mr. Pandurov was engaged since 5th July 2009 as an IPA/ Project Cycle Management expert, within a USAID-funded program "Planning and Economic Security Program (PPES)", Service contract "Capacity building for IPA programming and project application" NO: G-PP-FY09-002-G122, implemented by the Development Alternatives Inc.</p> <p>During this Contract, Mr Pandurov was responsible for <u>human resource development</u> and organizing the training for the participants from the Ministries of Defense and Ministry of Interior. The objective of the training is building level of information and capacities of the Sector for Emergency Management to follow, foresee and access the funds within the IPA frame as well to get familiarized with PCM.</p> <ol style="list-style-type: none"> 1. Training Needs Assessment, Design Training Programme; 2. Implementation of an EC Project Cycle Management and IPA training course; <p>Client: Development Alternatives Inc.</p>
Feb. 2009– Sept. 2012	Serbia	<p>SDC/ MSP Consulting Ltd, Belgrade</p> <p>Radomir Milanovic</p> <p>Director</p> <p>dradomir.milovanovic@msp.co.rs</p>	<p>Project assessment</p> <p>IPA/ Project Cycle Management expert;</p> <p>Programme design</p>	<p>Mr. Vladimir Pandurov was employed under the 3 different Service Contracts with the MSP Consulting Ltd. <u>The first Service Contract lasted from 5th February to 19th February 2009 (12 working days).</u> Mr Pandurov was contracted to provide an analysis and assessment of 14 municipal project proposals submitted under the "Municipal Support Programme III", funded by the Gvt. of Switzerland, managed by <u>Swiss Agency for Development and Cooperation (SDC)</u> and implemented by the MSP Consulting Ltd. The budget for funding projects as per this Call, which amounted to 1,400,000 CHF, was allocated to local governments: Čačak, Kraljevo, Užice, Arilje, Čajetina, Lučani and Požega.</p> <p><u>The second Service contract lasted from 29th March to 30th March 2010 (2 working days).</u> Mr Pandurov was contracted to provide advanced IPA and PCM training for a group of municipal teams working on the preparation of concrete IPA project proposals.</p> <p><u>The third Service contract lasted from 20th June to 20th of September 2012 (15 working days).</u></p> <p>Mr Pandurov was contracted to analyze and define the criteria for the selection of municipal Annual Training programs, which will be financially supported under the Human Resource Management and Development Programme for Local Self-Governments (HRMDP), funded by the Gvt. of Switzerland through the SDC. The Programme is implemented in 11 local self-governments in central western Serbia: Arilje, Bajina Basta, Cacak, Cajetina, Gornji Milanovac, Kosjeric, Kraljevo, Lucani, Pozega, Uzice and Vrnjacka Banja. The Programme was implemented 01 May 2012 - 31 May 2013).</p> <p>Client: Swiss Agency for Development and Cooperation (SDC)</p>
Sept. 2008 – June 2011.	Serbia	<p>Government of AP Vojvodina</p> <p>Ivana Dulic Markovic, PhD</p> <p>Vicepresident</p> <p>ivanadulic@yahoo.com</p> <p>Boris Barjaktarovic, Vicepresident</p> <p>barjaktar@yahoo.com</p>	<p>Deputy Minister for Regional and Local Self-government of the Autonomous Province of Vojvodina</p>	<p><u>Deputy Minister for Inter-regional Co-operation and Local Self-government of the Autonomous Province of Vojvodina (23.09.2008. – 01.06.2011.)</u> implements and promotes regional and international cooperation of the Province with territorial units of other countries. (www.region.vojvodina.gov.rs)</p> <p>- IRDP Integrated Regional Development Plan of AP Vojvodina (ADA – Austrian Development Agency) BORA project manager http://www.adc-irdp.org/</p> <p>-member of 4 (four) IPA CBC Joint Monitoring Committees in cross-border programs Serbia - Bosnia & Herzegovina, Hungary-Serbia, Romania- Serbia and Croatia-Serbia (represents Government of AP Vojvodina). Tasks included: IPA programming, approving the criteria for selecting the operations financed by the CBC, examine the results of implementation, <u>interim evaluation</u>, particularly achievement of the targets set for each priority axis, participation in the Interim Evaluation of Cross-Border Programmes between Candidate/Potential Candidate Country (Intra-Western Balkan Borders) under the Cross-Border Cooperation Component of IPA, examine and approve annual and final reports on implementation, examination and revision or of the cross-border programme document, adopting an information and publicity plan to be implemented by the OS / JTS and approve the JTS annual work plan;</p>

		<p>www.vmc.rs</p> <p>Tomislav Stantic, Mr Sci dr stantic.tomislav@gmail.com</p>		<p>- implements and promotes inter-regional cooperation and projects of the Province with territorial units of other countries, in particular with the Euroregion "Danube-Kris-Mures-Tisa", as well as the regions of other countries. Development of IPA CBC project "Egészségre, Zivell" – Thematic routes of beer and rakia" which was awarded under the 2nd CfA of IPA CBC program Hungary-Serbia. IPA project development- regional economic competitiveness project (IPA RSEDP 2, "Vojvodina metal Cluster" 862,000 EUR www.vmc.rs)</p> <p>-Development of 2 transnational project proposals which were successfully selected for Award: projects DONAUREGIONEN+ and DATOURWAY successfully selected under ERDF-IPASEE EUROPE Transnational Co-operation Program(Slovakia, Hungary, Romania, Bulgaria, Ukraine, Moldova, Croatia)</p> <p>- DONAUREGIONEN+ (http://www.donauregionen.net, 2.082 million EUR, June 2009- May 2012) specific objective is the elaboration of the Joint Development Strategy (D+Strategy) for all DANUBE NUTS3 regions, having in mind the scenarios of the ESDP for this part of Europe.</p> <p>- DATOURWAY (http://www.datourway.eu 2.888 million EUR)project presents an outstanding example of transnational cooperation committed to the development of tourism along and on the middle and south-eastern section of the Danube River, while paying particular attention to the protection and enhancement of the natural and cultural resources linked to this area of the great European waterway.</p> <ul style="list-style-type: none"> • Development of Inter-regional project "Transfer of experience in regional development and building of absorption capacities for the effective use of EU funds" (MFA Czech Republic), development of a IPA 1 (Serbia) project fiche for the project "The Danube Bicycle Route - Part of the EuroVelo Route 6"; • Development of Inter-regional project SeeNet (http://www.see-net.org 10.8 million EUR, MFA Italy) Vertical Action: 3.A - TRANSGROWTH. Business promotion for the trans-national growth of integrated local production systems. The Action aims at increasing and improving the support to production sectors and the quality of food farming (wine-growing and wine-producing, fruit-growing) and thanks to specific activities that concern institutions and economic operators of local productions. <p>- manages a provincial CSO grant program on regional and international co-operation;</p> <p>- Preparation of enactments and other actions in the process of establishment of representation offices of the AP of Vojvodina in the regions of Europe, as well as in Brussels, with the consent of the government of the Republic of Serbia, and in the process of the AP of Vojvodina's joining the regional initiatives, European and world associations of regions.</p> <p>Client: Government of the Autonomous Province of Vojvodina, Republic of Serbia</p>
March 2007- April 2008.	Serbia	<p>EU Exchange Programme / Standing Conference of Towns and Municipalities – SCTM</p> <p>(Association of Serbian towns and municipalities)</p> <p>Djordje Stanicic,</p>	Project Advisor to the Secretary General - Expert	<p><u>Contracted Project Advisor to the Secretary General, Standing Conference of Towns and Municipalities (29.02.2007 – 31.03.2008)</u></p> <p>Vladimir supported the activities of EU-funded IPA project "EXCHANGE" and increased the capacities of SCTM to use IPA funds of the European Union. He organized the <u>interim evaluation</u> of a number of SCTM EU-funded projects and provided input to a number of reports. He organized a number of <u>human resource development</u>, IPA and PCM trainings to Municipalities and supported the development of reports for a number of SCTM projects. He conducted the internal evaluation on Municipal Training Courses, a component of the EXCHANGE project. He was involved in the implementation of a Good Local Government Programme LOGO East I-II implemented by the VNG. LOGO (Local Government) East was a grant programme which aimed to strengthen local and regional governments in Romania, Bulgaria, Turkey, Serbia, Ukraine and the Russian Federation through partnership projects with Netherlands municipalities.</p> <p>Terms of reference:</p> <p>-Preparation and presentation of the concept of the Agenda for the first meeting of balanced regional development board of</p>

		djordje.stanicic@skgo.org		<p>SCTM.</p> <ul style="list-style-type: none"> -Preparation of project proposals for local economic development - OSF -Maintenance of contacts, on behalf for the Secretary-General and Deputy Secretary General, with representatives of donor organizations and helps to coordinate their cooperation with the SCTM, especially Exchange Program; -Provides advisory support to the Secretary General and Deputy Secretary-General in monitoring the implementation of projects and programs SCTM and managers of projects / programs in the execution of all project commitments contracts and project / program documents; -Preparation of project proposals under the CARDS/PHARE Neighborhood programme and / or IPA Instrument for pre-Accession EU; -Organization IPA informative presentations / trainings for representatives of municipalities, SCTM and partners; - Supports Exchange 2 Project, <u>provide interim and technical evaluation</u>; -Performs other duties and activities in accordance with the nature of their work and orders of the Secretary-General, Deputy Secretary General and Chief of Staff. <p>Client: Standing Conference of Towns and Municipalities (SCTM), Republic of Serbia</p>
Dec 2007-Feb. 2009.	Serbia	<p>EU Cross-border Program Romania – Serbia / Municipality of Pancevo</p> <p>Municipal Secretary for economy</p> <p>Andjelija Cvetic</p> <p>andjelija.cvetic@pancevo.rs</p>	PCM Expert	<p><u>Key expert – PCM trainer – “BANAT 22” - Promotion of top 22 tourist locations and events in Banat (07.12.2007. – 31.01.2009.)under EU Cross-border Program Romania – Serbia</u></p> <p><u>General objective:</u> Fostering the development of Banat tourism industry in order to achieve closer economic and social integration of the cross border region.</p> <p><u>Specific objective:</u> Achieving a 5% increase in the economic indicators that are related to Banat tourism, by the end of 2008, as a result of promoting the best 22 tourism products from Serbian and Romanian Banat. Tasks:</p> <p>(i) <u>Horizontal action 1: Project management, coordination and monitoring</u></p> <ul style="list-style-type: none"> - <u>Human resource development</u> and support the general management of the project BANAT 22, including relationships with the Contracting authorities; contractual relations and partnerships with project partners and sub-contractors; internal evaluation; final report and administrative management of the project; - the coordination of the project activities and partners, including subdivision of tasks and roles among partners, timing of the project activities, on agreed dynamics with project partners and associates (Development of BANAT 22 Project Handbook);Internal monitoring of project progress and results. <p>(ii) <u>Horizontal action 2: Team building and operations</u></p> <p>As a <u>Trainer – providing Project Cycle management training</u> to less experienced members of the Project Team in order to provide sustainability of the project through new project initiatives;</p> <p>Client: Municipality of Pancevo, Republic of Serbia</p>
Feb. 2007-Dec 2007.	Serbia	UNDP Service Contract to	Expert	<p>During this Service Contract, Mr Pandurov supported the Ministry of Finance, Republic of Serbia (PCMU - Sector for Programming, Management of EU funds and Development Assistance) in management and co-ordination of EU funds, supporting</p>

		Ministry of Finance, Republic of Serbia ssimic@seio.gov.rs		<p>the cross-border cooperation of R. Serbia and Croatia, Bosnia and Herzegovina and Montenegro (01.02.2007 – 30.12.2007)</p> <p>- <u>Programming and Capacity Building for IPA Cross Border Cooperation (CBC) Programmes</u> Assistance provided for: (i) SWOT analysis of Serbia-Bosnia and Serbia-Montenegro border region; (ii) presentation of analysis to central/regional/local stakeholders in Belgrade, Podgorica, Sarajevo and Uzice; (iii) drafting SR inputs to IPA Component II programming manual; (iv) drafting Rules of procedures for the Joint Programming Committees; (v) coordinating IPA programming Committees for IPA CBC Serbia – Bosnia&Herzegovina and IPA CBC Serbia-Montenegro; (vi) drafting SR inputs to IPA (2007-2013) Serbia-Bosnia& Herzegovina and SRB-Montenegro programme documents; (vii) capacity and institution building of Serbian IPA CBC Operating structure;</p> <p>- <u>Support the work of joint management structures of EU programs</u> - specifically the Joint Technical Secretariat IPA CBC Serbia – Bosnia & Herzegovina; analyze technical assistance requirements for the program; public relations and media relations; organization of meetings, workshops and seminars in region to build capacities and raise awareness on the EU programs; create and update database of potential applicants; collect and analyze socio-economic data; preparation and realization of the calls for proposals; monitoring and evaluation of EU funded projects; provide inputs to reports for EAR, UNDP and the Government of Serbia.</p> <p><u>Writing and quality assessment of project fiches including logical framework matrix, related to EU assistance to Serbia (IPA Component)</u> TRANSITION ASSISTANCE AND INSTITUTION BUILDING. This component translates the priorities set out in the European Partnership in 3 sub-components: (1) Political requirements where EC assistance will be used to support a stable, modern, democratic, multi-ethnic and open society based on the rule of law. Special impetus will be given to Public Administration and Judiciary Reform; (2) Socio-economic requirements where EC assistance will be used in support of the development of the socio-economic environment; (3) European standards where EC assistance will support and accompany the country in its European integration plan (legal approximation, administration needs and requirements for DIS).</p> <p>Client: Ministry of Finance, Republic of Serbia (PCMU - Sector for Programming, Management of EU funds and Development Assistance)</p>
Feb. 2006. – Feb. 2007.	Serbia	UNDP Service Contract to Ministry of International Economic Relations, Republic of Serbia (MIER) ssimic@seio.gov.rs	Head of office/ Expert	<p><u>Contracted Head of Joint Technical Secretariat office in Nis – CARDS/PHARE Cross-border Programme Bulgaria – Serbia (01.02.2006 – 31.01.2007)</u> Supporting the <u>Ministry of International Economic Relations, Republic of Serbia (MIER)</u> as Local Expert/Head of Office, Nis under UNDP project named "<u>Cross Border Cooperation (CBC) Neighborhood</u>", Mr Pandurov was engaged in co-ordination and management of the EU-funded Neighborhood Program Serbia – Bulgaria.</p> <p>The tasks included: elaboration of situation analysis/SWOT analysis of cross-border programme Bulgaria-Serbia; managing the staff of the respective PCMU local office, defining job tasks, setting internal working procedures; preparation and realization of the calls for proposals; <u>monitoring and evaluation of EU funded projects</u>; organization of meetings, workshops and seminars in region to build capacities and raise awareness on the EU programs; create and update database of potential applicants; collect and analyze socio-economic data; provide inputs to reports for EAR, UNDP and the Government of Serbia; support the work of joint management structures of EU programs; Co-operation with regional institutions and other bodies involved in implementing her/his respective Program, specifically the Joint Technical Secretariat.</p> <p>Client: Ministry of International Economic Relations, Republic of Serbia</p>
March 2002 – Dec. 2005	Serbia, Kosovo, Bulgaria, Macedonia, Czech Republic	SIDA / EastWest Institute (EWI) Dagmar Aserova, HR Director	Project Manager	<p><u>Project Manager of the Nis-Sofia-Skopje (NSS) Regional Co-operation Program (funded by the Charles Stewart Mott Foundation)</u></p> <p>Mr. Pandurov was employed under the Service contract on 15th March 2002 and through 4 contract amendments remained continually engaged with EastWest Institute until 30th November 2005. During this period, Mr. Pandurov served as a Consultant/Project manager for regional economic development and cross-border cooperation projects: "Nis-Skopje-Sofia Euroregion Initiative Phase 2" and</p>

		<p>daserova@ewi.info</p> <p>Sasha Havlicek shavlicek@strategicaldialogue.org</p> <p>Silvena Nikolova silvena_nikolova@yahoo.com</p>		<p><i>"Trans-frontier Institution-building Service for SEE: Kosovo and its Neighbors". Terms of Reference:</i></p> <ul style="list-style-type: none"> -Management of the "Nis-Skopje-Sofia Euroregion Initiative Phase 2" cross-border co-operation project: day-to-day management of all activities, implementation of project proposal and development of initiatives on that basis, strategic planning and development of next cycle proposals, establishing and formalizing relationships with implementing partners, financial responsibility for the project (approx. USD 200,000 budget), including regular expense reporting and mid-term budget projections, reallocations etc. -Provide financial management and reporting on project activity and progress for donor and internal EWI purposes; -Management of the GPKT cross-border micro-grant program. -Ensure consistent communication with local Project staff/partner organizations and with the local and national-level networks involved in Project activity, including the maintenance of databases of contacts; -Travel to Project regions to ensure proper communications with local actors and project staff/partner organizations, as well as satisfactory implementation of activities; -<u>Consultant</u> on the study "Cross-Border Co-operation in/for the Danube/Balkan area - An analysis of "Strengths, Weaknesses, Opportunities and Threats" Institute of International Sociology – Gorizia, Italy , prof. dr Alberto Gasparini (12.03. – 30.09.2003) - <u>Event Organizer</u> of EuroBalkans Forum, Sofia – "Establishment of the Euroregion EuroBalkans" (18.09. – 21.11.2003) as per the Administrative arrangement between CoE and EWI. -Oversee the organization of Working Group meetings (including drafting of agenda, background briefs, conclusions and financial reporting); -Ensure and supervise the compilation and Dissemination of all Project related material to participants (i.e. research commissioned, meeting background briefs, meeting reports and conclusions); -Organize study tours and seminars, including budgeting, invitations, travel arrangements etc.; -Provide innovative input, conduct research and collect information necessary for the optimal implementation of all components of the projects, including preparation of Project Working Group and Conference briefs and Reports, supervision of locally led Project research studies and compilation of Project publications; -Provide all Project related reports, research and info requested to the RTFC SEE Program Manager; <p>Client: EastWest Institute</p>
April 2000 - March 2002	Serbia	<p>Dutch MFA / GRuPa – Pancevo Civic Reaction, Pancevo (NGO)</p> <p>Dejan Dojcinovic deksterica@yahoo.com</p>	Team Leader	<p><u>Executive Director of GRuPa / Team Leader (10.04.2000. – 18.03.2002)</u></p> <p>Mr. Pandurov was engaged under the Service contract on 10th April 2000 until 18th March 2002. During this period, Mr. Pandurov served as a Team Leader for the project "Human Rights project", consultant on the project "Summer School 100xBetter!", Project Assistant on the project "Center for Civil Disobedience" and the Executive Director of "GRuPa".</p> <ul style="list-style-type: none"> -Team leader of "Human Rights Project" funded by the Royal Dutch Embassy in Belgrade, supervision of 11 staff and one office, responsibility for mentoring/staff development, appraisals, etc. -Contributed as a <u>Project Assistant on the project "Center for Civil Disobedience"</u> where the Centre has provided legal and humanitarian help to those who got fired, due to participation in the civil protest during election crises in Yugoslavia. Co-organizer, providing free legal and humanitarian help, to citizens that have lost their jobs after practising their general strike right, related to Milosevic's election fraud. -Contributed as a volunteer on the project "<u>Citizen's initiative against building of new polluters</u>" in Pancevo in cooperation with

				<p>Center for civil education (CCE). Our goal was to prevent building of new industrial plants that could produce pollution threats to our community by forcing legally (through petition signed by 5 000 citizens) Municipality of Pancevo to act within their authority through legal acts and regulations</p> <p>-Regular regional travel and field work, including facilitation or management of GRuPa's events in the region and provision of training PCM, design and implementation of training for NGO or Media.</p> <p><u>CESID – Centre for Free Elections and Democracy, Belgrade; December 2000</u></p> <p>Database administrator - Parliamentary elections in Serbia October, 2000 Pancevo, Yugoslavia</p> <p><u>Project Next Stop Serbia; July 2000</u></p> <p>Co-organizer, Danish-Yugoslav NGO networking project http://www.nextstop.org</p>
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1. Other relevant information:

Published reports and articles in different electronic and/or printed media, acted as trainer or lecturer on a number of training seminars and conferences, in the areas of communications, marketing and project management;

- Consultant on the study "Cross-Border Co-operation in/for the Danube/Balkan area - An analysis of "Strengths, Weaknesses, Opportunities and Threats" Institute of International Sociology – Gorizia, Italy , prof. dr Alberto Gasparini (12.03. – 30.09.2003)
- Consultant on the study "The Constitutional framework of a regional state / the case of Serbia USTAVNI OKVIR REGIONALNE DRŽAVE – primer Srbije" Prof. dr Marijana Pajvancic – Centre for regionalism, Novi Sad - (May, 2009)
- Member of the European Movement in Serbia, Pancevo Council (member of the executive board 2003-2005)
- Driving license B

2. Employers References: on demand

3. Diplomas (with accurate English translation):yes