



## Curriculum vitae Europass

### Personal information

**Susan Mihaela**

Name / First name  
Address  
Phone  
E-mail  
Nationality  
Date of birth

Brasov, Romania  
  
  
  
Romanian  
1969

### Professional experience

Period	September 2020 - present
Title or position held	Head of Corporate Governance Service
Main activities and responsibilities	<ul style="list-style-type: none"> <li>- ensuring the application of corporate governance principles within the company</li> <li>- coordination of reporting to the BVB, ASF and other institutions</li> <li>- ensuring relations with capital market institutions</li> <li>- coordinating relations with shareholders and investors of the company</li> <li>- coordination of advertising, publicity and public relations activities</li> </ul>
Name and address of the employer	SIF Transilvania S.A. <b>Braşov</b>
Type of business or activity sector	financial investments, portfolio management
Period	October 2020 - present
Position or office held	Member of the Board of Directors
Main activities and responsibilities	According to Law no. 31/1990 and specific regulations of the capital market
Name and address of the employer	Turism Felix S.A. <b>Băile Felix</b>
Type of business or sector	Hotels and similar accommodation facilities
Period	July 2014 - August 2020
Title or position held	External Relations Communication Expert
Main activities and responsibilities	<ul style="list-style-type: none"> <li>- preparation of reports to the BVB and ASF</li> <li>- ensuring relations with capital market institutions</li> <li>- carrying out advertising, publicity and public relations activities</li> </ul>
Name and address of the employer	SIF Transilvania S.A. <b>Braşov</b>
Type of business or sector	Financial investments, portfolio management



Period	January 2010 - June 2014
Function or post held	Head of Reporting Department - Investor and Shareholder Relations
Main activities and responsibilities	<ul style="list-style-type: none"> <li>- coordination of reporting to the BVB and ASF</li> <li>- coordination of the relationship with capital market institutions</li> <li>- coordinating relations with shareholders and investors of the company</li> <li>- coordination of advertising, publicity and public relations activities</li> </ul>
Name and address of employer	SIF Transilvania S.A. Brasov
Type of business or sector	financial investments, portfolio management
Period	October 1999 - December 2009
Function or post held	Head of Image Department - External Relations
Main activities and responsibilities	<ul style="list-style-type: none"> <li>- coordination of the company's promotional activities</li> <li>- ensuring reports with investors, media, capital market institutions</li> </ul>
Name and address of employer	SIF Transilvania S.A. Brasov
Type of business or sector	financial investments, portfolio management
Period	November 1993 - September 1999
Function or post held	Engineer/Revisor
Main activities and responsibilities	carrying out marketing activities specific to the field of activity
Name and address of employer	FPP III Transilvania S.A. Brasov / SIF Transilvania S.A. Brasov
Type of business or sector	financial investments, portfolio management
Period	01.09.1992 – 04.10.1993
Function or post held	Substitute English teacher
Main activities and responsibilities	Teaching in grades V - VIII
Name and address of employer	Primary School no. 1 Brasov
Type of business or sector	education
<b>Education and training</b>	
Period	<b>1998 - 2001</b>
Qualification / diploma obtained	Postgraduate diploma Diplôme Professionnel Approfondi
Principal subjects studied / skills acquired	Specialization Economic Enterprise Development
Name and type of educational institution / training provider	Academy of Economic Studies Bucharest National Institute for Economic Development (I.N.D.E.) CNAM Paris

Period  
Qualification / diploma obtained  
Principal subjects studied /  
skills acquired  
Name and type of educational institution  
/ training provider

**1987 - 1992**  
Engineering diploma  
Specialization in Hot Processing Machinery Technology  
"Transilvania" University Brasov  
Faculty of Technological Machine and Metallurgy

### Certifications and Diplomas

Participation in a series of courses, seminars on corporate governance, organized by the Bucharest Stock Exchange and investor relations, organized by the Association for Investor Relations at the Romanian Stock Exchange (ARIR), 2016-2020

Participation in the cycle of seminars of the *Continuous Professional Training Program*, November 2015, Millennium Financial Training Centre

Participation in the course *Corporate Governance Report*, November 2014, Deloitte, Bucharest Stock Exchange

Participation in the seminar "*Legislative news applicable to companies listed on the Bucharest Stock Exchange*", October 2014, Bucharest Stock Exchange, Schoenherr and Associates

Attendance at the *Non-Resident Taxation* course, May 2013, KPMG

Participation in the training seminar *Risk mitigation for investors and market operators*, August 2010, Millennium Financial Training Centre

Participation in a series of corporate governance courses organized by the Corporate Governance Institute of the Bucharest Stock Exchange, 2008-2009

Diplome Professionnel Approfondi, speciality *Economic Development of Enterprises*, November 2001, CNAM Paris

Participation in the course *Financial Analysis of the Company according to IAS*, January 2001, Romanian Financial Institute

Participation in the course *The Practice of Double Tax Treaties in Case Studies*, April 2011, Tax Institute for Austrian and International Tax Law

Graduation in *Accounting*, February - March 1997, FPIMM

Public Relations Course, May 1996, Foundation for the Promotion of Small and Medium Enterprises (FPIMM)

Participation in the *Integrated Financial Management Programme*, November 1996, Surrey, UK, Euromoney Training

Participation in the course *Investor Relations - a Practitioner's Guide*, October 2020, organized by Envisia Business School

Participation in the course *Investor Relations - Communicating Your Equity Story*, December 2020, organized by Envisia Business School

### Personal skills and competences

Foreign languages  
Self-assessment  
*European level (\*)*

**English, French**

**English**  
**French**

Understanding		Speaking		Writing
Listening	Reading	Participation in the conversation	Oral speech	Written expression
C2	C2	C1	C1	C1
C1	C1	B2	B2	B2

(\*) Level of the Common European Framework of Reference for Languages



EUROPEAN UNION



MINISTRY OF LABOUR, FAMILY  
AND EQUAL OPPORTUNITIES  
AMPOSDRU



EUROPEAN SOCIAL FUND  
POS DRU  
2007-2013



STRUCTURAL INSTRUMENTS  
2007 - 2013

Social skills and competences

Organizational skills and competences

Competences and computer skills

Teamwork, adaptation to new environments and work teams, thoroughness.

Strategic thinking, business planning, organizing and planning activities,  
assigning tasks, decision making, time management and meeting deadlines;

PC operation, MS Office