

Beneficiary: ASSOCIATION LOCAL ACTION GROUP "Together we develop Sector 5"

Headquarters: Calea Ferentari no. 72, sector 5, Bucharest

galsector5@gmail.com



**ASSOCIATION
LOCAL ACTION GROUP
"TOGETHER WE DEVELOP SECTOR 5"**

ANNOUNCES:

Considering the provisions of:

- The organization and functioning regulations of the LAG "Together we develop Sector 5";
- Ordinance no. 26/2000 with the modifications introduced by Law no. 246/2005 regarding the organization and functioning of associations and foundations, updated 2017
- Law 53/2003 (The Labor Code) updated 2017

The Association LAG "TOGETHER WE DEVELOP SECTOR 5" organizes a competition to fill the contractual position, for a determined duration (6 months), with the possibility of extension in case funding sources are identified, for the position of ASSISTANT LAG MANAGER.

General conditions for participating in the competition:

- a) Holds Romanian citizenship, citizenship of other member states of the European Union or of states belonging to the European Economic Area, and has domicile in Romania;
- b) Knows the Romanian language, written and spoken;
- c) Has the minimum age provided by the regulations in force;
- d) Has full exercise capacity;
- e) Has a state of health appropriate for the position for which they are applying, attested on the basis of the medical certificate issued by the family doctor or by authorized sanitary units;
- f) Fulfills the conditions of studies and, as the case may be, seniority or other specific conditions according to the requirements of the position put up for competition;
- g) Has not been definitively convicted for committing an offense against humanity, against the state or against authority, in connection with or related to service duties, which prevents the enforcement of justice, for forgery or acts of corruption, or for an intentional offense that would make them incompatible with the exercise of the function, except for the situation where rehabilitation has intervened.

Specific conditions for participating in the competition for the assistant manager/LAG position:

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1. Long-term higher education graduated with a bachelor's degree or equivalent;
2. Studies/specializations: in the fields of project management/certified attestation, public procurement/certified attestation;
3. Minimum 2 years of experience in the field of social services;
4. Minimum 2 years of experience in accessing national and/or European funding;
5. Knowledge of a foreign language of international circulation;
6. Advanced PC operating knowledge.

Main duties:

- Work duration: 8 hours per day
- Fixed-term contract, with the possibility of extension in case funding sources are identified.
- Employment will take place after the Sector 5 Court issues the final and irrevocable Decision regarding the establishment of the Association LOCAL ACTION GROUP "Together we develop sector 5".
- From the date of selection until the date of the Decision, the assistant manager will carry out their activity on a voluntary basis.

The competition consists of a CV selection and an interview, and is organized at the headquarters of the Sector 5 City Hall of the Municipality of Bucharest, on November 7, 2017, starting at 10:00 AM – interview.

Application files for the competition shall be submitted on working days between 26.10.2017 – 01.11.2017 at the address: LAG secretariat at the headquarters of the Sector 5 City Hall of the Municipality of Bucharest, 9-11 Fabrica de Chibrituri Street, Sector 5, Bucharest; contact person: Sara Rosenberg, mobile phone 0736 666 000.

File contents:

1. Application form for the competition;
2. Europass CV;
3. Copy of ID card (the candidate will present the original document and leave a copy for conformity);
4. Study diplomas in a copy certified as true to the original (in this case the candidate will present the original documents and leave copies for conformity) or notarized copies;

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5. Documents attesting work seniority and specialty;
6. Copy of birth certificate (the candidate will present the original document and leave a copy for conformity); 7) Medical certificate of fitness for work, original, issued at most 6 months before the competition date;
7. Criminal record certificate, original, or a statutory declaration on own responsibility that they have no criminal record, with the certificate to be brought by the interview;
8. Declaration of availability for 8 hours/day for the activities of the LAG "Together we develop sector 5".
9. Letter of intent.

The absence of any of the above-mentioned documents is considered an administrative reason for rejecting the candidacy.

The competition will take place according to the following schedule:

- October 25 – November 1, 2017 - File submission between 10:00 AM - 3:00 PM;
- November 2, 2017 - Display of file selection results at 12:00 PM;
- November 3, 2017 - Submission of appeals, between 10:00 AM and 3:00 PM;
- November 6, 2017 - Resolution of file selection appeals;
- November 7, 2017, starting at 10:00 AM, interview round;
- November 8, 2017, 10:00 AM – Display of interview results;
- November 9, 2017 – Submission of appeals, between 10:00 AM and 3:00 PM;
- November 10, 2017 - Resolution of appeals and display of final results - 10:00 AM.

Contact person: Sara Rosenberg, mobile phone 0736 666 000, e-mail galsector5@gmail.com

BIBLIOGRAPHY:

1. Ordinance no. 26/2000 with the modifications introduced by Law no. 246/2005 regarding the organization and functioning of associations and foundations, updated 2017;
2. Law 53/2003 (The Labor Code) updated 2017;
3. Emergency Ordinance no. 40/2015 regarding the financial management of European funds for the 2014 - 2020 programming period, published in the Official Gazette, Part I no. 746 of October 6, 2015, with subsequent modifications and completions, approved with modifications by Law no. 105/2016 and of the Methodological Norms for the application

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of the provisions of GEO no. 40/2015 regarding the financial management of European funds for the 2014-2020 programming period approved by HG no. 93/2016;

4. Guide to General Conditions for OP HC 2014-2020;
5. Guide to Specific Conditions regarding the submission and selection of Local Development Strategies - Phase II of the CLLD mechanism;
6. Sustainable Development Strategy <http://www.sector5.ro/proiecte/politici-publice/>