

**EUROPEAN
CURRICULUM VITAE
FORMAT**



PERSONAL INFORMATION

Name
Address
Telephone
Fax
E-mail
Nationality
Date of birth

RAVAIOLI, Virginia
IT 48018 Via Lesi, 13 - Faenza (RA)
+39 0546 32765 - Mobile +39 380 7013965
+39 0546 32765
info@studiocoge.eu
Italian
27 SEPTEMBER 1965

WORK EXPERIENCE

- Dates (from – to)
- Name and address of employer
- Type of business or sector
- Occupation or position held
- Main activities and responsibilities

From January 2005 to present
TRAMES onlus
Piazza di Cestello 3-4 – Firenze, Italy
No profit organization
Director – Financial Administrations and Co-operation Projects Management
Responsible for the European Cooperation projects approved and funded by the European Community. Development of the projects contents, build-up of partnerships, project co-ordination and preparation as well progress and financial reports. Management conservation and social science to develop an understanding of long-term problems and propose innovative and sustainable solutions and services for the cultural heritage and social inclusion.
Teacher of Italian MIUR (Ministry of Education and Research): Economy, Legislation, Art.

WORK EXPERIENCE

- Dates (from – to)
- Name and address of employer
- Type of business or sector
- Occupation or position held
- Main activities and responsibilities

From January 1998 to present
STUDIO C.O.G.E. Consulenza Organizzazione Gestione in Europa
IT 48018 Via Lesi, 13 - Faenza (RA) - Tel/Fax +39 0546 32765
Professional Studio - Clients: Public Bodies, Cultural Associations and Bodies, SME's
European Community projects and training (projects, organisation, management and lecturing)
Direction and management Interregional Cooperation projects – Programme Interreg IIIC.
Responsible for the agreements with the Public Bodies for the publication and realisation of projects for the safeguarding, conservation and promotion of cultural heritage and landscape and environmental heritage.

WORK EXPERIENCE

- Dates (from – to)
- Name and address of employer
- Type of business or sector
- Occupation or position held
- Main activities and responsibilities

From April 1996 to June 1997
Gruppo Pro s.p.a - 19, Via 2 agosto 1980, 40056 Crespellano, Bologna, Italy
Integrated Management Information Systems
Project leader of the Management Administration Systems
Planning of information and management solutions for businesses - Co-ordination of Writing teams of the texts and Management/Administration Information System Manual.

WORK EXPERIENCE

- Dates (from – to) From January 1995 to December 1995
- Name and address of employer Coop Sociale Karabobowsky and Gad - Via Fanelli 2 - 47015 Modigliana (FC), Italy
- Type of business or sector No profit tertiary sector
- Occupation or position held Professional collaborations
- Main activities and responsibilities Project leader and co-ordination of social-educational integration projects.

WORK EXPERIENCE

- Dates (from – to) From January 1994 to August 1994
- Name and address of employer COOP Romagna Marche r. l. (currently COOP Adriatica)
4, Via Villa Glori, 48100 Ravenna, Italy
- Type of business or sector Large Scale Distribution (LGD) - Consumer co-operatives
- Occupation or position held Responsible for Research areas and positioning of the sales network (Hyper and Supermarkets)
- Main activities and responsibilities Feasibility studies for Shopping Centres - Econometric and commercial positioning studies.

WORK EXPERIENCE

- Dates (from – to) From May 1990 to September 1990
- Name and address of employer Company of the COOP Emilia Veneto Group (currently COOP Adriatica)
C/O Centro Commerciale Borgo - Shopping Centre - Borgo Panigale, Bologna Italy
- Type of business or sector Shopping Centres
- Occupation or position held Management of organisation and of the Galleria Commerciale - shopping centre
- Main activities and responsibilities Definition of the Management Control of the COOP Shopping Centre network; Responsible for the entertainment projects and management of the Galleria Commerciale shopping centre.

WORK EXPERIENCE

- Dates (from – to) From September 1988 to December 1993
- Name and address of employer Geode Computer Grafica soc. coop. r. l.
Via Tellarini, Lugo (RA), Italy (company converted and assigned in 1993)
- Type of business or sector Services (Computer Graphics-Animation and Advertising)
- Occupation or position held Legal Representative (President) - Administrations and product management manager
- Main activities and responsibilities Founder of the co-operative and responsible for the corporate project approved and funded by the Development Fund for Women's Employment of Brussels.

WORK EXPERIENCE

- Dates (from – to) From March 1988 to February 1989
- Name and address of employer Dideco s.p.a. - Via Statale Nord,86 - 41037, Mirandola (MO) Italy
- Type of business or sector Medical and heart surgery and blood treatment technologies
- Occupation or position held Responsible for the cost accounting department and for the Stock Management
- Main activities and responsibilities Definition of the Management Control in the Bologna branch - Responsible for the cost accounting and stock figures for the Multinational Pfizer Group's Balance in England.

WORK EXPERIENCE

- Dates (from – to) From January 1986 to February 1988
- Name and address of employer Ce.s.co.t. s.r.l. - 7, Piazza Bernini, 48100 Ravenna, Italy
- Type of business or sector Tertiary, Sales, Tourism and Training Services
- Occupation or position held Promotion and realisation of Shopping Centres, SME management consultancy, Lecturer
- Main activities and responsibilities Responsible for Administration and Management, presentation of financial papers, lecturer in the professional training courses concerning organisational and administration-management issues.

EDUCATION AND TRAINING

- Dates (from – to) From Academic Year 1999-2000 to Academic Year 2001-2002
- Name and type of organization providing education and training Università degli Studi Cà Foscari di Venezia - Venice Italy
Faculty of Fine Arts and Philosophy and Faculty of Economics

- Principal subjects/occupational skills covered
- Title of qualification awarded
- Level in national classification (if appropriate)

Literature, Art, Music, Cinema, Theatre, Entertainment, Restoration, Archaeology, Museology and Museography, Cultural and Environmental Heritage Legislation, Economics and Management of Arts and Culture
 Degree in Economics and Management of the Fine Arts and Cultural Activities (Italian abbreviation EGART)
 Class 13 - Cultural Heritage Science
 Mark 110/110

EDUCATION AND TRAINING

- Dates (from – to)
- Name and type of organization providing education and training
- Principal subjects/occupational skills covered
- Title of qualification awarded
- Level in national classification (if appropriate)

From Academic Year 1986 - 1987 to Academic Year 1993-1994
 Università degli Studi di Bologna - Italy

 Business-Finance Branch: Public Accounting, Management Control, Organisation, Total Quality, Company Finance - Sociology; Languages: French and English
 Degree in Economics and Commerce - Mark 106/110
 Three years training for gaining entrance to the Register of Accountants and the Register of Senior Auditors: State Exam sat for in 2010

EDUCATION AND TRAINING

- Dates (from – to)
- Name and type of organization providing education and training
- Principal subjects/occupational skills covered
- Title of qualification awarded
- Level in national classification (if appropriate)

From September 1984 to December 1985
 A.C.C.F. Fusignano Ravenna and Ce.s.co.t. s.r.l. Ravenna

 "Quadri Amministrativi-Commerciali" Administration-Sales Managers Course and "Operatori Professionali di supporto dei Servizi alle Imprese" Professional back-up for Company Services Course
 Certificate of Attendance - Qualifications recognised by the Emilia Romagna Region and by the ESF
 1200 hours compulsory attendance with ESF Scholarship and 900 hours compulsory attendance with ESF Scholarship

PERSONAL SKILLS AND COMPETENCES.

MOTHER TONGUE

Italian

OTHER LANGUAGES

French]	English
B2	B2
B2	B2
B2	B2

SOCIAL SKILLS AND COMPETENCES

Social and organisational skills acquired during alternating study-work experiences. Economically independent (from family) from post diploma period (1984), her autonomous and decision-making character has been strengthened. Fits in with multi-cultural environments. Socialising character developed through sport and free time interests (swimming and trekking).

ORGANISATIONAL SKILLS AND COMPETENCES

Organisational skills and decision-making autonomy acquired through direct personal experience and from professional experiences. Used to working in a team thanks to professional training courses and professional experiences. Regular lecturing in professional training courses (from 1986 to present) and ongoing participation as speaker at Study Congresses.

TECHNICAL SKILLS AND COMPETENCES	Used to working with the computer since 1984 (from the DOS Operative System to current systems). Used to working with Microsoft programs. Daily navigation on the Internet and used to working in community projects (management and documentations).
ARTISTIC SKILLS AND COMPETENCES	Hobby Art (Painting and Photography)
OTHER SKILLS AND COMPETENCES	Cultural Interests (music, theatre, cinema, the circus) and reading (fables, stories, poetry) in her free time. Skills acquired in the study of Programs for the European Community.
DRIVING LICENCE(S)	Automobile (B)
ADDITIONAL INFORMATION	Prof. Virginia Ravaioli, Teacher, EPV (Esperto Processi Valutativi - Regione Emilia Romagna) expert and Project Cooperation Manager. Expert on the projects that have a human rights based approach, with a specific focus to the special needs work connected with social rights and the importance of youth with special needs participations in the process of policy development in support of transitions to autonomy. Creator and researcher of the Platform "Well-being for ALL - Social Progress Indicators and Responsibilities for ALL!" that promote new project about youth inclusion and employment issues: development and recognition of citizens, knowledge, skills and competencies. Expert about ECVET applicable to non-formal and informal learning and ECVET facilitate validation of non-formal and informal learning; support lifelong learning, the mobility of European learners and the flexibility of learning pathways to achieve qualifications. Promote, conduct research on various aspects and is particularly interested in the cultural heritage and social inclusion, environmental conditions on building, monuments and landscape. Much of this work applies a rigorous approach to practical problem solving, with a strong emphasis on interdisciplinary collaboration. A particular interest has been in developing new analytical social services in favour of community and youth participation and development. Professional experience qualified to judge of restoration and maintenance of properties submitted to protection as to the code of the cultural estates. The project coordination comprises the project management and financial managements. References can be supplied upon request for all the experiences and studies. Virginia Ravaioli