

Europass Curriculum Vitae



Personal information

First name(s) / Surname(s)

TAKÁCS Enikő

Address(es)

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Nationality

Romanian

Date of birth

02.01.1984

Gender

Female

Desired employment / Occupational field

Editor / Programme manager

Work experience

Dates

2008 - present

Occupation or position held

Editor

Main activities and responsibilities

Editing the Transsylvania Nostra Journal

Name and address of employer

Utilitas Publisher, Breaza Street No. 14, 400253, Cluj Napoca, Romania

Type of business or sector

Built heritage protection

Dates

2008 - present

Occupation or position held

Programme manager

Main activities and responsibilities

Coordinating programmes, organizing national and international conferences

Name and address of employer

Utilitas – Built Heritage Conservation Research and Design Centre, Breaza Street No. 14, 400253, Cluj Napoca, Romania

Type of business or sector

Built heritage protection

Dates

2007 – present

Occupation or position held

Editorial General Secretary

Main activities and responsibilities

Editing the Transsylvania Nostra Journal and administrative activities

Name and address of employer

Transsylvania Nostra Foundation, Breaza Street No. 14, 400253, Cluj Napoca, Romania

Type of business or sector

Built heritage protection

Dates

2005 - 2008

Occupation or position held

Organizer / programme assistant

Main activities and responsibilities

Assistance in organizing national and international conferences

Name and address of employer	The Historic Building Conservationists' Society, Breaza Street No. 14, 400253, Cluj Napoca, Romania
Type of business or sector	Built heritage protection
Dates	2004 - 2007
Occupation or position held	editor (volunteer)
Main activities and responsibilities	Writing and editing articles on social, political issues and issues concerning the university medium
Name and address of employer	CAMPUS – students' weekly supplement of the SZABADSÁG newspaper (Napoca Street No. 16, Cluj-Napoca, Romania)
Type of business or sector	Mass media
Education and training	
Dates	March 3, March 10, 2012
Title of qualification awarded	SPSS Training
Principal subjects/occupational skills covered	The using of the SPSS program, factorial analysis, regression
Name and type of organisation providing education and training	The Association of Romanian PhD Students and Young Researchers, Cluj-Napoca
Level in national or international classification	National training
Dates	November 18, 2011
Title of qualification awarded	Editorial training
Principal subjects/occupational skills covered	ISI Indexing, scientific publication management, business plan, using the SCPIO platform
Name and type of organisation providing education and training	Romanian National University Research Council, Executive Unit for Financing Higher Education and Scientific Research at the Universities
Level in national or international classification	National training
Dates	August 31, 2011
Title of qualification awarded	Editorial training
Principal subjects/occupational skills covered	The structure of the Editorial Board, numbering of journals, periodicity of appearance, promoting the journal, practices for admitting and ascension in databases
Name and type of organisation providing education and training	Romanian National University Research Council, Executive Unit for Financing Higher Education and Scientific Research at the Universities
Level in national or international classification	National training
Dates	June 23-24, 2011
Title of qualification awarded	Training in scientific authoring
Principal subjects/occupational skills covered	Conceiving and editing of scientific texts, relevant Romanian and European legislation in the field of scientific authoring, the peer review process, scientific fraud, plagiaries
Name and type of organisation providing education and training	Romanian National University Research Council, Executive Unit for Financing Higher Education and Scientific Research at the Universities
Level in national or international classification	National training

Dates	March 11, 2011
Title of qualification awarded	Forming session on how to use the Romanian Editorial Platform SCIPIO
Principal subjects/occupational skills covered	ISI Indexing, scientific publication management, business plan, electronic resources in the editing activity, using the SCIPIO platform
Name and type of organisation providing education and training	Romanian National University Research Council, Executive Unit for Financing Higher Education and Scientific Research at the Universities
Level in national or international classification	National training
Dates	February 24, 2011
Title of qualification awarded	Strategic planning
Principal subjects/occupational skills covered	Long-term strategic planning, making strategic plans for nongovernmental organisations
Name and type of organisation providing education and training	Prisma Association
Level in national or international classification	National training
Dates	2008 - present
Title of qualification awarded	NGO Manager
Principal subjects/occupational skills covered	Organizational theory, strategic planning, fundraising, project management, human resources management
Name and type of organisation providing education and training	Babeş-Bolyai University, Cluj Napoca, Faculty of Political, Administrative and Communication Sciences, Department of Public Administration
Level in national or international classification	MA international
Dates	September 17-19, 2009 – October 1-3, 2009
Title of qualification awarded	Project management certificate
Principal subjects/occupational skills covered	Fundraising, project management, risk management, budget of a project
Name and type of organisation providing education and training	Civitas Foundation
Level in national or international classification	National – accredited by Romanian National Council of Adult Professional Forming
Dates	December 1-5, 2008 – May 28-31, 2009
Title of qualification awarded	Media training for civilians from the Carpathian Region
Principal subjects/occupational skills covered	Relations with mass-media, civic journalism, reportage writing, efficient use of the new media resources
Name and type of organisation providing education and training	Foundation for the Civilian Radio, Budapest, Ermacisza – Cluj-Napoca, CKO – Centrum Komunitného Organizovania – Slovakia
Level in national or international classification	International
Dates	2005 - 2008
Title of qualification awarded	Philosopher
Principal subjects/occupational skills covered	History of philosophy, aesthetics, logics, ethics, political philosophy, hermeneutics, theory of knowledge

Name and type of organisation providing education and training

Babeş-Bolyai University, Cluj Napoca, Faculty of History and Philosophy, Philosophy Department

Level in national or international classification

BA national

Personal skills and competences

Mother tongue(s)

Hungarian

Other language(s)

Self-assessment

European level (*)

Romanian

English

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C1	Advanced	C1	Advanced	C1	Advanced	C1	Advanced	C1	Advanced
C1	Advanced	B2	Intermediate plus	C2	Advanced plus	C1	Advanced	B2	Intermediate plus

(*) [Common European Framework of Reference for Languages](#)

Social skills and competences

■ **September 12-14, 2008**

Băile 1 Mai

MIÉRT Academy, 7th edition

- Lectures and discussions about joining the European Union

⇒ *Participant*

■ **September 1-3, 2006**

Băile Felix

MIÉRT Academy, 5th edition

- Lectures and discussions about joining the European Union

⇒ *Participant*

■ **July 6-12, 2006**

Băile Tuşnad

European Union and Youth

- Lectures and discussions about joining the European Union

⇒ *Press*

■ **July 2005**

Peninsula

⇒ *Press*

■ **September 23-26, 2004**

Băile Felix

MIÉRT Academy, 5th edition

- Lectures and discussions about joining the European Union

⇒ *Participant*

⇒

■ **July 4-10, 2004**

Băile Tuşnad

European Union and Youth

- Lectures and discussions about joining the European Union peană

⇒ *Participant*

Organisational skills and competences	<ul style="list-style-type: none">■ May, September and October 2004 Local and National campaign in several cities from Romania ⇒ Volunteer Organizing and coordinating several international conferences: 3 editions of the International Conference Series on Theoretical and Practical Issues of Built Heritage Conservation – TUSNAD, 4 editions of the International Conference Series on Historic Structures; organizing and coordinating national events: 5 expositions and workshops (see the Annexes below).
Computer skills and competences	Microsoft Office, Quark-x-press, Adobe
Artistic skills and competences	piano
Driving licence	B Category (since 2002)
Additional information	Member of the Romanian Union of Hungarian Journalists' (www.mure.ro)
Annexes	Annex 1 – experience as editor Annex 2 – experience as fundraiser Annex 3 – experience as organizer

Annex 1

Experience as editor

2006	Publication of the Historic Structures International Conference, ISBN 973-9377-45-9
2007	Transsylvania Nostra No. 1/Year I, ISSN 1842-5631
2007	Transsylvania Nostra No. 2/ Year I., ISSN 1842-5631
2007	Transsylvania Nostra No. 3–4/ Year I., ISSN 1842-5631
2007	Száz erdélyi műemlék, ISBN 978-973-9377-48-5
2007	The post-conference publication of the Conference Series on Theoretical and Practical Issues of Built Heritage Conservation – TUSNAD (Global Protection of Historical Towns), ISSN 1843-5467
2007	Publication of the Historic Structures International Conference, ISSN 1843-5467
2008	Transsylvania Nostra No. 5–6/Year II., ISSN 1842-5631
2008	Transsylvania Nostra No. 7/Year II., ISSN 1842-5631
2008	Transsylvania Nostra No. 8/Year II., ISSN 1842-5631
2008	Publication of the Historic Structures International Conference, ISSN 1843-5467
2009	Transsylvania Nostra No. 9/Year III., ISSN 1842-5631
2009	Transsylvania Nostra No. 10/Year III., ISSN 1842-5631
2009	Transsylvania Nostra No. 11/Year III., ISSN 1842-5631
2009	Transsylvania Nostra No. 12/Year III., ISSN 1842-5631
2009	The post-conference publication of the Conference Series on Theoretical and Practical Issues of Built Heritage Conservation – TUSNAD (Vernacular Architecture in Multiethnic Regions), ISSN 1843-5467
2010	Transsylvania Nostra No. 13/Year IV., ISSN 1842-5631
2010	Transsylvania Nostra No. 14/Year IV., ISSN 1842-5631
2010	Transsylvania Nostra No. 15/Year IV., ISSN 1842-5631
2010	Publication of the Historic Structures International Conference – HS 2010: Historic Load-bearing Structures in Ruins – Fortress Engineering. Printed version. ISSN 1843-5467
2010	Publication of the Historic Structures International Conference – HS 2010: Historic Load-bearing Structures in Ruins – Fortress Engineering. Printed version. Electronic version (CD) ISSN 2068-9721
2010	Seria Caiete ICOMOS No. 1/Year.I. – Michael PETZET: Principii internaționale ale prezervării monumentelor, ISSN 2069-2765
2010	Transsylvania Nostra No. 16/Year IV., ISSN 1842-5631
2011	Transsylvania Nostra No. 17/Year V., ISSN 1842-5631
2011	Transsylvania Nostra No. 18/Year V., ISSN 1842-5631
2011	Publication of publication of the Conference Series on Theoretical and Practical Issues of Built Heritage Conservation – TUSNAD: <i>Fortresses Once Again in Use</i> . Printed version. ISSN 1843-7109
2011	Publication of publication of the Conference Series on Theoretical and Practical Issues of Built Heritage Conservation – TUSNAD: <i>Fortresses Once Again in Use</i> . Electronic version (CD). ISSN 2066-3366
2011	<i>Fortresses Once Again in Use</i> , ISBN 978-973-9377-54-6
2011	Transsylvania Nostra No. 19/Year V., ISSN 1842-5631
2011	Transsylvania Nostra No. 20/Year V., ISSN 1842-5631
2011	Seria Caiete ICOMOS No. 2/Year.II. – CO.RE. Patrimoniu Construit, ISSN 2069-2765

Annex 2

Experience as fundraiser

2007	Administration of the National Cultural Fund (Romania), contract number 4/30.08.2007
2007	Administration of the National Cultural Fund (Romania), contract number 14/30.08.2007
2007	Administration of the National Cultural Fund (Hungary), registration number 2413/0090
2007	Apáczai Foundation (Hungary), registration number 706/44
2007	Administration of the National Cultural Fund (Hungary)
2008	Administration of the National Cultural Fund (Romania), contract number 5/24.06.2008
2008	Administration of the National Cultural Fund (Romania), contract number 20/11.06.2008
2008	Administration of the National Cultural Fund (Romania), contract number 39/12.06.2008
2008	Administration of the National Cultural Fund (Hungary), registration number 2708/0138
2008	Administration of the National Cultural Fund (Hungary)
2008	Administration of the National Cultural Fund (Hungary)
2008	Communitas Foundation, registration number SAJ-08/1-157
2008	Communitas Foundation, registration number MŰV-08/1-0650
2009	Administration of the National Cultural Fund (Romania), contract number 22/10.09.2009
2009	Administration of the National Cultural Fund (Romania), contract number 9/01.09.2009
2009	Communitas Foundation, registration number SAJ-09/1-0021
2009	Communitas Foundation, registration number MUV-09/1-0099
2009	Administration of the National Cultural Fund (Hungary), registration number 2407/0512
2010	Department for Interethnic Relations – Romanian Government, contract number 130/ 14.05.2010
2010	Administration of the National Cultural Fund (Romania), contract number 19/01.09.2010
2010	Administration of the National Cultural Fund (Romania), contract number 12/01.09.2010
2010	Communitas Foundation, registration number SAJ-10/1-0063
2010	Administration of the National Cultural Fund (Hungary), registration number 2407/0558
2010	Administration of the National Cultural Fund (Hungary), registration number 2407/0609
2010	Administration of the National Cultural Fund (Hungary), registration number 2708/178
2010	Administration of the National Cultural Fund (Hungary), registration number 2712/0293
2011	Administration of the National Cultural Fund (Romania), contract number 122/29.07.2011
2011	Administration of the National Cultural Fund (Romania), contract number 67/06.06.2011
2011	Communitas Foundation, registration number MUV-11/1-0085
2011	The Order of the Romanian Architects – Transylvanian Branch – Cultural projects
2011	The Order of the Romanian Architects, Bucharest – editorial projects
2011	Administration of the National Cultural Fund (Hungary), registration number 3301/6984

Annex 3

Experience as organizer

November 4, 2011	Lectures and exposition: Built Heritage Conservation in the last 20 Years – Cluj-Napoca (Programme manager)
November 3, 2011	Lectures and exposition: "Hidden" Heritage. Raising Awareness on the Heritage Values of Historic Roof Structures – Cluj-Napoca (Programme manager)
May 18-21, 2011	International Conference Series on Theoretical and Practical Issues of Built Heritage Conservation – TUSNAD, 15th edition – Alba Iulia and Șimleu Silvaniei (Programme manager)
September 23-25, 2010	International Conference Series on Historic Structures, 13th edition – Cluj-Napoca (Programme manager)
September 24, 2010	Exposition and workshop: Past, present and future at the Báthori Castle from Șimleu Silvaniei – facets of interethnic dialogue – Șimleu Silvaniei (Programme manager)
September 19, 2009	European Days of Built Heritage – Cluj-Napoca (Programme manager)
May 19-24, 2009	International Conference Series on Theoretical and Practical Issues of Built Heritage Conservation – TUSNAD, 14th edition – Rimetea (Programme manager)
October 16-18, 2008	International Conference Series on Historic Structures, 12th edition – Cluj-Napoca (Programme manager)
September 20, 2008	European Days of Built Heritage – Cluj-Napoca (Programme manager)
October 16-18, 2007	International Conference Series on Historic Structures, 11th edition – Cluj-Napoca (Programme manager)
April 27-28, 2007	International Conference Series on Theoretical and Practical Issues of Built Heritage Conservation – TUSNAD, 13th edition – Sibiu, European Capital of Culture (Organizer)
October 24-28, 2006	International Conference Series on Historic Structures, 10th edition – Cluj-Napoca (Organizer)
July 3-9, 2006	Transylvanian Stand up Comedy Festival – Cluj-Napoca (Organizer/Volunteer)
July 2005	European Union and Youth (EU Camp) – Băile Tușnad (Organizer/Volunteer)
July 2004	Peninsula – National Student Festival (Organizer/Volunteer)