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MANAGERIAL SKILLS

- . Project Management
- . Management of teams
- . Enterprise

METHODOLOGY SKILLS

Knowledge of project management methodology designed by the **Project Management Institute**
www.pmi.org

ORGANISATIONAL AWARENESS AND AWARENESS OF THE INTERNATIONAL CONTEXT

WORK EXPERIENCE

Since August 2002, Council of Europe – Venice Commission

Lawyer, Project Manager in the electoral field

www.venice.coe.int

Team and project management; organisation and participation in legal and technical monitoring missions; technical assistance and capacity building programmes to the Member States in the electoral field

- ❖ **Drawing-up, follow-up and implementation of recommendations and legal opinions**
- ❖ **Planification of the programme of activities**
 - . in co-operation with various bodies and directorates of the Council of Europe;
 - . running of financial and administrative resources allocated to the programme;
 - . fund raising (joint programmes, voluntary contributions) using available tools (CEAD, PMM)
- ❖ **Implementation of activities**
 - . Annual budget of the division up to **600,000 euros**; 3 administrators.
 - . organisation, field visits and follow-up to the conferences and seminars;
 - . expert visits and missions of assistance organised;
 - . intervention and moderating debates held;
 - . co-operation with high level authorities;
 - . Press conferences and other kinds of visibility for field activities
- ❖ **Reporting and possible adjustment**
- ❖ **Management of teams**

Since January 2007, WEKA Editions – Editor for public entities

Publications Coordinator

www.weka.fr

- ❖ **Coordinator and author, Practical Guide on Elections and Participative Democracy** (900 pages, published in November 2007)
 - . Recruitment, coordination and management of a team of 10 authors
 - . Follow-up of the publication and of updates
- ❖ **Coordinator of the Newsletters regularly published**

From February to July 2002, Municipality of Montgeron – France

Lawyer in charge of elections, Head of Department

www.montgeron.fr, 35,000 inhabitants

- ❖ Head of the Civil Status and Elections Department
- ❖ Management of 5 staff members
- ❖ Organisation of the 2002 elections; Training sessions for elected people and civil servants

EDUCATION

2008-09, *under way*: Robert Schuman University (Strasbourg)
Professional Masters Degree in European Law
Fighting against organised crime, economic and financial dimensions

Degree in fighting against organised crime and economic and financial fraud aimed at specialists.

Business Criminal Law, Prevention of fraud and money laundering, Accounting. **Thesis** to be prepared at the end of the degree

2002: Panthéon-Assas University (Paris II)
Certificate "Elections Administrator"

Domestic and International electoral Law, Law on International Organisations, electoral systems. **Report**: Comparative Report on the Peruvian Presidential elections of 2000 and 2001

1999: Nanterre University (Paris X)
Masters Degree "Law on Political Institutions"

Political Science, Institutional Communication, Public Policies

1998: Panthéon-Assas University (Paris II)
Masters Degree on Political Science

Public Law, International Institutions and Political Regimes, polls and surveys.

Report: The Autonomy of the Young Socialists' Movement since 1993

SOCIAL AND ORGANISATIONAL SKILLS

Elected staff member on the Staff Committee (from June 2005 to June 2008)

Municipal Councillor (From March 2001 to July 2002): Municipality of Crosne, Essonne, 8,250 inhabitants – Head of the Social Affairs Committee

Sports: Fencing; Rollerblade ; Mountain activities (climbing, skiing, hiking)

ICT SKILLS

European Computer Driving
Licence (XP version)

LINGUISTIC SKILLS

. French: mother tongue
. English:
Reading skills, excellent
Writing skills, very good
Verbal skills, very good