

INFORMAZIONI PERSONALI

Livia Virginia Camillo

OCCUPAZIONE PER LA QUALE
SI CONCORRE
POSIZIONE RICOPERTA
OCCUPAZIONE DESIDERATA
TITOLO DI STUDIO
OBIETTIVO PROFESSIONALE

ESPERIENZA
PROFESSIONALE

2022-now

EU project Coordinator and Project Management

Mälardalens University, Sweden

- Proposal phase activities:
 - Coordinating the communication of the consortium in the preparation of the project.
 - Writing the proposal's Section 3 (implementation and Management) regarding the management of the project, the organizational structure, the budget distribution, the composition, contribution and complementarity of the consortium.
 - Submission of the proposal in the European Portal.
- Implementation phase:
 - Monitoring the timely delivering of the project activities and results and performing day-to-day management of the project.
 - Supporting the Coordinator and running the weekly Project Management Team meetings.
 - Collecting information about the project activities, providing support to partners for the completion of tasks; assessing risks and mitigation measures proposed by partners.
 - Submitting deliverables in the European Portal.
 - Monitoring the production of project deliverables and the timely achievement of Project Milestones through constant communication with partners and by elaborating management tools such as GANTT and Pert Chart.
 - Planning and organizing Plenary meetings, both online and in presence.
 - Leading the Dissemination WP and contributing to the production of the deliverables

2021-2022

EU Projects, Communication and Dissemination Consultant

DeepBlue Srl

Managing Communication & Dissemination activities in EU funded H2020 for the following projects: MAHALO, ARTIMATION, Mari4_YARD, ENGAGE2020, MESAFE, OPTICS2, CAMERA.

- Proposal Phase activities:
 - Drafting Communication, Dissemination & Exploitation plan and Impact section.
 - Scheduling regular meetings to monitor partners' inputs and contributions.
 - Contributing to the Dissemination Work-Package section in the proposal.
 - Contributing to the Impact section in the proposal.
 - Coordinating the communication of the consortium in the preparation of the project.
- Implementation phase:
 - Social Media Management, Website and monitoring the KPIs.
 - Planning and organizing Workshops and Plenary meetings, both online and in presence.
 - Monitoring the timely delivering of the project activities and results and performing day-to-day management of the project.
 - Supporting the implementation of project Plenary meetings.
 - Presentation at review meetings with the EU Commission.
 - Monitoring the production of project deliverables and the timely achievement of Project Milestones through constant communication with partners and by elaborating management tools such as GANTT and Pert Chart.
 - Writing Dissemination Deliverables and final reports.

- 2020-2022 Project Manager assistant, Tutor for the EU Funding Master Program**
 Università La Sapienza, ImpreSapiens Research Centre, Management Department
 - Tutoring the Sapienza EU funding Master Program and participating in projects that involve Sapienza as a partner.
 Pre Award phase:
 Contributing to the Proposal writing for several projects, in particular to the Need analysis and the Impact section. Scheduling regular meetings to monitor partners' inputs and contributions. Contributing to the Dissemination section in the proposal.
 Implementation phase:
 Responsible for managing a team for the Implementation of one Intellectual Output of the RELEARN Erasmus+ KA2 project. Coordinating a team of 3 resources. Research activities. Participation in transnational virtual and in presence meetings
- 2016-2020 Project Manager Assistant in Eu-Projects, Proposal draft & Management freelance Assistant in Pre Award, proposal phase**

 Contributing to the need analysis, Research activities. Drafting Communication & Dissemination plan, Impact section. (Creative Europe, Erasmus+, LIFE)
- 2008-2019 Event Project Manager**
 Interact Vesterbro Kunstfestival, Cycle&Recycle, Tangoteca.
 - Organising Cultural and Green events within Ecology, Urban Sustainable Mobility, Recycling.
 Tasks: Concept development, communication, fundraising, project management
- 2010-2012 Translator and Interpreter: (English, Danish, Spanish, Italian)**
 - Stelth Translation: written translations, developing websites contents.
 - Interpreter for conferences and meetings.
- 2009-2011 Business Developer Specialist and Marketing analyst**
 SAP Danmark and Ibero Cruceros. Tasks: needs Analysis, Communication with clients.
- 2007-2008 Researcher and advisor. DK (English)**
 United Nations, World Health Organization
 Tasks: Analysing social and economic indicators for a repository published by the UN.
- 2006- 2007 Teacher and Student Advisor. DK (English, Italian, Danish)**
 Berlitz Language School
 Teacher and Student Advisor. DK (English, Italian, Danish) Tasks: Teaching of Italian language. Tasks as Student Advisor: Providing students assistance with their academic program.

ISTRUZIONE E FORMAZIONE

Master degree in Management e Marketing

QE Q 7

Both from Roma Tre University and Copenhagen Business School

- Master Thesis: The differences of the Project Manager role between Italy and Northern Europe.

COMPETENZE PERSONALI

Lingua madre Italiano

Altre lingue	COMPRENSIONE		PARLATO		PRODUZIONE SCRITTA
	Ascolto	Lettura	Interazione	Produzione orale	
Danese	Fluent	Fluent	Fluent	Fluent	Fluent
	Sostituire con il nome del certificato di lingua acquisito. Inserire il livello, se conosciuto				
Inglese	Fluent	Fluent	Fluent	Fluent	Fluent
	Sostituire con il nome del certificato di lingua acquisito. Inserire il livello, se conosciuto				
Spagnolo	Fluent	Fluent	Fluent	Fluent	Fluent
	Sostituire con il nome del certificato di lingua acquisito. Inserire il livello, se conosciuto				
Francese	Good understanding skills	Good understanding skills	Good understanding skills	Good understanding skills	Good understanding skills
	Sostituire con il nome del certificato di lingua acquisito. Inserire il livello, se conosciuto				
Svedese	Good understanding skills	Good understanding skills	Good understanding skills	Good understanding skills	Good understanding skills
	Sostituire con il nome del certificato di lingua acquisito. Inserire il livello, se conosciuto				
Tedesco	Good understanding skills	Good understanding skills	Good understanding skills	Good understanding skills	Good understanding skills
	Sostituire con il nome del certificato di lingua acquisito. Inserire il livello, se conosciuto				

Livelli: A1/A2: Utente base - B1/B2: Utente intermedio - C1/C2: Utente avanzato

[Quadro Comune Europeo di Riferimento delle Lingue](#)

Competenze comunicative

Competenze organizzative e gestionali

Competenze professionali

Competenze digitali

AUTOVALUTAZIONE				
Elaborazione delle informazioni	Comunicazione	Creazione di Contenuti	Sicurezza	Risoluzione di problemi

Livelli: Utente base - Utente intermedio - Utente avanzato

[Competenze digitali - Scheda per l'autovalutazione](#)

Sostituire con il nome dei certificati TIC

- Daily use of PC, Windows XP and MS Office
- Basic knowledge of Microsoft Project, Adobe Photoshop and Lightroom, Canva

Altre competenze

Patente di guida

ULTERIORI INFORMAZIONI

Pubblicazioni
 Presentazioni
 Progetti
 Conferenze
 Seminari

Riconoscimenti e premi
Appartenenza a gruppi /
associazioni
Referenze
Menzioni
Corsi

- Master in EU Funding Projects Planning 600 hrs (Interstudio, Sapienza)
 - Project Management 650hrs (Ecipa Lazio)
 - Transport, Mobility and Infrastructure (Università Aldo Moro, Bari)
 - Cybersecurity 50hrs (Stasa)
 - Communication & Marketing (Johnsons&Johnsons', Ernst&Young University)
 - European Studies, (University of Lund, Sweden)
- Certificazioni
- Analog and digital Photography

ALLEGATI

Dati personali Autorizzo il trattamento dei miei dati personali ai sensi del Decreto Legislativo 30 giugno 2003, n. 196 "Codice in materia di protezione dei dati personali".

La sottoscritta dichiara di essere consapevole che il presente *curriculum vitae* sarà pubblicato sul sito istituzionale dell'Ateneo, nella Sezione "Amministrazione trasparente", nelle modalità e per la durata prevista dal d.lgs. n. 33/2013, art. 15.

Data

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