

**Personal Information      Alessandra Maria Stilo**

**Competences      Policy analysis/ Research Programmes analysis /Project Management/ Technology Transfer**

**Professional Experience**

- From - to      August 2017 – ongoing
  - Sector      *Research /Research management/ Technology transfer*
- Main activities and responsibilities      Establishing collaborations and working relationships between industry and each of the research areas of CNR; this includes pursuing industry sponsored research and collaborating on commercial opportunities.  
Licensing the inventions of CNR researchers to industry and managing the relationship between CNR and its licensee partners.
- Employer's name      *National Research Council of Italy (CNR) – Directorate-General – Technology Transfer Office (TTO)*
- From - to      March 2016 – August 2017 and June 2007 – November 2012
  - Sector      *Research / Scientific Research Management Support / Research Programmes analysis*
- Main activities and responsibilities      I was in charge of supporting CNR scientists in preparing, organising, implementing and following up on projects supported by the European Commission, Italian Ministries and other national and international funding organisations. I monitored and supported researchers in any phase of the project: preparation of proposals, drawing up of the budgets, management of the funds, monitoring of the budgets, financial reporting, scientific reporting. I was continuously in contact with all CNR Institutes (CNR has 108 research Institutes all over Italy) for any issue that may occur during the management of a project. I was also in charge of maintaining contacts with all the funding Ministries and organizations in order to facilitate the entire process. I was also in charge for research funding programmes analysis, writing reports on the ongoing activities and analysing participants data and results.
- Employer's name      *National Research Council of Italy (CNR) – DCSRSI - Operational Programming Support Office.*
- From - to      January 2015– ongoing
  - Sector/Business      *Eu Project support senior expert for ELSE Consortium - EEN (Enterprise Europe Network)*

- Main activities and responsibilities  
 Support for the matchmaking between research world and small and medium-sized enterprises with particular reference to the widespread training on European funding programmes (H2020, SME instrument); support for the identification of the most suitable instruments to finance the internationalization and innovation of SMEs.
  
- Employer's name  
*National Research Council of Italy (CNR) – Directorate-General – Technology Transfer Office (TTO)*
  
- From - to  
 November 2012– March 2016
- Sector/Business  
*CNR Director General Staff*
  
- Main activities and responsibilities  
 The office of the Director General manages the organization and has overall responsibility for the formulation of coherent policies and oversight of activities to ensure compliance with strategic priorities. The office comprises those units and functions that report directly to the Director General (Technology Transfer Office, Legal office, Administration, International Affairs) and monitors the whole organization.  
 As a member of the staff I assist the Director General in the fulfilment of his mandate.  
 I was also the *Director General executive assistant*. In this role I worked independently to plan, coordinate and organise different projects of the organization.  
  
 Studies: For the Directorate General I have analysed the system of government of various European Research Performing Organizations and studied models to propose an efficient and effective organization of CNR.  
 I have also carried out analysis on research policies in several European and non-European countries in order to provide support for a proposed re-organization of the Italian RPO to be submitted to the supervising Ministry.  
  
 I contributed to the drafting of reports, institutional and technical documents of the Directorate General (CNR three-year plans, PNR (National Research Plan), technical reports, etc.).
  
- Employer's name  
*National Research Council of Italy (CNR) – Directorate-General.*
  
- From - to  
 April 2009 – August 2012
- Sector/Business  
*CNR Director General Support Staff*
  
- Main activities and responsibilities  
 Examination and study of the documents to be submitted to the Board of Directors and proposal of possible solutions to any critical issues encountered. Preparation of reports, investigations and documents of the General Management.
  
- Employer's name  
*National Research Council of Italy (CNR) – Directorate-General.*

## Teachings and lectures

- Year  
 A.Y. 2017-2018 II semester (ongoing)

- Course *Applied Economics (SECS-P/06 – 1 CFU) ed Business Economics (SECS-P/07- 1 CFU)*
- Subjects covered *Applied Economics, Business Economics*
- Institution's name *Integrated course of "Health and safety management" Degree course in "Health care" - Faculty of Medicine and Dentistry - University of Rome "La Sapienza"*
  
- Year *June 2017*
- Course *Teaching assignment on the "Horizon 2020 program"*
- Subjects covered *Budget and reporting of projects in the Horizon 2020 program. Analysis of the costs of employees and non-employees.*
- Institution's name *1st level Master in "European projecting and professions" - Department of Management - Faculty of Economics - University of Rome "La Sapienza"*
  
- Year *A.Y. 2016-2017 II semester*
- Course *Applied Economics (SECS-P/06 – 1 CFU) ed Business Economics (SECS-P/07- 1 CFU)*
- Subjects covered *Applied Economics, Business Economics*
- Institution's name *Integrated course of "Health and safety management" Degree course in "Health care" - Faculty of Medicine and Dentistry - University of Rome "La Sapienza"*
  
- Year *April- June 2016*
- Course *Teaching assignment on "Horizon 2014-2020"*
- Subjects covered *European programmes 2014-2020; COSME program; project presentation, budget construction, reporting.*
- Institution's name *Training course "European Project Manager" - Faculty of Economics - University of Rome "La Sapienza"*
  
- Year *A.Y. 2015-2016 II semester*
- Course *Applied Economics (SECS-P/06 – 1 CFU) ed Business Economics (SECS-P/07- 1 CFU)*
- Subjects covered *Applied Economics, Business Economics*
- Institution's name *Integrated course of "Health and safety management" Degree course in "Health care" - Faculty of Medicine and Dentistry - University of Rome "La Sapienza"*
  
- Year *July 2015*
- Course *Teaching assignment; specific training modules on the innovative partnership with research organizations and management of research institutions.*
- Subjects covered *Scientific and administrative organization of the CNR; central administrative structure, partnership for innovation, methods used for partnerships, framework agreements, operational agreements, service contracts, research orders, collaborative research projects.*
- Institution's name *Training for 2 units of staff belonging to CIRA within the CNR-CIRA Agreement.*
  
- Year *May-June 2015*
- Course *Teaching assignment "Funds for internationalization and investments abroad"*
- Subjects covered *Program H2020, SME Instrument, main sources of European funding for small and medium-sized enterprises.*

- Institution's name *Training course "European Project Manager" (advanced course), module of "Project Management" - Faculty of Economics - University of Rome "La Sapienza"*
- Year *April 2015 and December 2014*
- Course *Lecture "Partnership for innovation"*
- Subjects covered *Introduction to the partnership, Strategies and tools for identifying and formalizing relationships, Examples and ways of managing partnerships*
- Institution's name *Invitalia – Via Calabria 46, 00187 Rome*
- Year *A.Y. 2014-2015 II semester*
- Course *Applied Economics (SECS-P/06 – 1 CFU) ed Business Economics (SECS-P/07- 1 CFU)*
- Subjects covered *Applied Economics, Business Economics*
- Institution's name *Integrated course of "Health and safety management" Degree course in "Health care" - Faculty of Medicine and Dentistry - University of Rome "La Sapienza"*

### Education and Training

- Year *From September 2017*
- Title *Phd student 1st year - Global Studies. Economy, Society and Law*
- Principal subjects covered *International Economic Policy, Business and Governance*  
*First year - First semester: Introductory and background courses (English, Math & Statistics, Economics, Business, Politics)*  
*First Module: Research Methods, History and trends of Globalization, Microeconomics, History of economic thought, International Business*  
*Second Module: Applied Statistics, Macroeconomics, International Production and Trade, Politics and Global Governance*  
*Weekly Seminars*  
*First year - Second semester*  
*Third Module: Applied Econometrics, European Institutions and Law, International Economic Policy, International Corporate Governance and Accounting, Data Lab*  
*Fourth Module: Globalisation and International Institutions, International Technology and Innovation, European Economic Policy, Data Lab*  
*Weekly Seminars*
- Institution's name *Department of Economics, Society, Politics – Urbino's University "Carlo Bo"*
- Year *December 2011*
- Title awarded *Enterprise Engineering Master's Degree*
- Principal subjects covered *Project Management, Supply Chain Management, Audit, Economics, Finance, Leadership, E-business management, Communication, Human Resources, Marketing*
- Institution's name *Faculty of Engineering - University of Tor Vergata - Rome*
- Year *November 2003*
- Title *Business and Economics Laurea (4-year course – equivalent to an MBA)– vote 110/110*

- Principal subjects covered Mathematics (grade 30/30), Statistics (27/30), Budget analysis I (28/30), Political Economics (23/30), Budget analysis II (30/30), English (30/30), French (27/30), Economics (26/30)
- Institution's name *Faculty of Economics - University of Rome "La Sapienza"*
  - Year September 1994 – April 1995
  - Title Erasmus scholarship at the “*Ecole Superieure de Commerce*” in Rouen, France – 8 months
- Subjects covered Management and business organization
- Institution's name “Ecole Superieure de Commerce” - Rouen- France

**Personal skills**

Mother tongue **Italian**

Other languages

*Self-assessment*

**English**

Understanding		Speaking		Writing
Listening	Reading	Spoken interaction	Spoken production	Written production
C2	C2	C2	C2	C2

*Self-assessment*

**French**

Understanding		Speaking		Writing
Listening	Reading	Spoken interaction	Spoken production	Written production
C1	C1	C1	C1	B

**Communication skills** Ability to establish and maintain good working relations with people of different national and cultural backgrounds, strong referential values of fairness, equality and dignity. Former Italian Representative of ESN – Erasmus Student Network and member at RENA – National Network for Excellence (Italy)

**Managerial skills** Excellent ability to supervise, coordinate and manage projects. Skills accrued in the workplace through the implementation of activities for both public bodies and private sector. Good abilities for synthetic and global views concerning concrete situations, extremely organised person, problem-solving attitude, ability to work and meet deadlines even if under pressure

**Digital skills** Excellent knowledge of the Windows operating system, the software of the Office package (Word, Excel, Power Point, Access) and the Macintosh operating system. Learning STATA and R.

24 Maggio 2018