



## Europass Curriculum Vitae

### Personal information

Surname(s) / First name(s) **Lazzari Roberta**  
Address(es)  
Telephone(s)  
Fax(es)  
E-mail **roberta.lazzari@eurosportelloveneto.it**  
Nationality  
**Italian**  
Date of birth **06.07.1970**  
Gender **F**

### Desired employment / Occupational field **(remove if not relevant, see instructions)**

### Work experience

Dates **2002 - 2014**  
Occupation or position held **Responsible of European Project Area**  
Main activities and responsibilities **Coordination and management of Interreg projects (transborder and transnational cooperation), Erasmus +, Regional Operation Programmes – ESF and ERDF funds.**  
Name and address of employer **Association of Chambers of Commerce of Veneto Region – Via delle Industrie 19/D Edificio Lybra – Venezia 30175**  
Type of business or sector **SMEs association**  
Dates **January – September 2002**  
Occupation or position held **head of the transnational Joint Technical Secretariat of the Alpine Space Programme**  
Main activities and responsibilities

- management of project application process;
- checking and assessment of applications and advising partners of decisions;
- monitor progress made by projects through collecting and checking project monitoring reports;
- administrative management of tasks and services;
- reporting organization of mid-term evaluations for the transnational Committee and European Commission;
- cooperation with national committees and with the implementing authorities, organizations and institutions relevant for the objectives of the Program.

  
Name and address of employer **Garmisch – Patenkirchen (Germany)**  
Type of business or sector **Project development**  
Dates **February 2000 - February 2002**  
Occupation or position held **consultant Autonomous Service of International Affairs – Presidency of the Region**

Main activities and responsibilities	<ul style="list-style-type: none"> <li>• drafting of the Programmes of the European Initiative and presentation-discussion to the European Commission DG XVI, to the national and regional authorities;</li> <li>• analysis of the implementation of the European Initiatives and drafting of the administrative requests for the allotment of the national and European Union funds;</li> <li>• political analysis of the European and national instruments e verify the impact for the Regional Government;</li> <li>• assistance on the implementation of the project proposal and promotion of the coordination of the projects and the initiatives on the European funds (ERDF and MEDA);</li> <li>• design of reports and documents to support the activities of the Region within the European Initiatives and organisation of workshops and seminars;</li> <li>• support and assistance to the regional staff concerning the European Initiative.</li> </ul>
Name and address of employer	Autonomous Service of International Affairs – Presidency of the Region
Type of business or sector	European project
Dates	April 2000 – May 2001
Occupation or position held	consultant
Main activities and responsibilities	analysis of Italian projects and activities within the trans-border cooperation with Republic of Slovenia and Republic of Croatia
Name and address of employer	Ministry for Foreign Affairs General Directorate for European Integration
Type of business or sector	European project
Dates	January 1999 – December 1999
Occupation or position held	consultant
Main activities and responsibilities	Interreg III B Central, Adriatic, Balkan and South-Eastern Europe, the Western Mediterranean and Latin Alps Europe, <b>Pilot Action</b> in the Central-Oriental Mediterranean basin <ul style="list-style-type: none"> <li>- organization of national and transnational meetings;</li> <li>• writing and/or translating documents into German and English;</li> <li>• co-ordination of the project proposals in order to stimulate synergies at regional, national and international levels;</li> <li>• preliminary and evaluation activities needed to firstly reach a national approval, and secondly a transnational approval of the project proposals;</li> <li>• supporting Local Regional Governments in the integration and completion of their project proposals.</li> </ul>
Name and address of employer	General Directorate for Territorial Coordination - Bureau for the Relations with the European Union.
Type of business or sector	European Initiatives
Dates	<i>February - December 1998</i>
Occupation or position held	consultant
Main activities and responsibilities	Central, Adriatic, Balkan and South-Eastern Europe (Interreg III C CADSES): <ul style="list-style-type: none"> <li>• gathering of data and information about progress within the projects, so as to allow for the economic and financial monitoring;</li> <li>• organization of national and transnational meetings and transnational working groups;</li> <li>• writing of the minutes, assistance to the President and Secretary of the national Managing Committee;</li> </ul> writing and/or translating documents into German and English
Name and address of employer	Cabinet of Minister - Bureau for the Relations with the European Union

Type of business or sector	European Initiatives																											
<b>Education and training</b>																												
Dates	October 1998																											
Title of qualification awarded	<b>Master in Management of the European Metropolitan Region</b>																											
Principal subjects/occupational skills covered	Urban management - Final thesis: <i>A port network strategy: the cases of the port of Rotterdam and the port of Venice</i>																											
Name and type of organisation providing education and training	Erasmus Universitet, Rotterdam (NL)																											
Level in national or international classification	7																											
<b>Personal skills and competences</b>																												
Mother tongue(s)	<b>Specify mother tongue</b> (if relevant add other mother tongue(s), see instructions)																											
Other language(s)	<b>English and German</b>																											
Self-assessment <i>European level (*)</i>	<table border="1"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">Understanding</th> <th colspan="2">Speaking</th> <th colspan="2">Writing</th> </tr> <tr> <th>Listening</th> <th>Reading</th> <th>Spoken interaction</th> <th>Spoken production</th> <th colspan="2"></th> </tr> </thead> <tbody> <tr> <td><b>Language</b> E</td> <td>4</td> <td>4</td> <td></td> <td>4</td> <td colspan="2">4</td> </tr> <tr> <td><b>Language</b> D</td> <td>2</td> <td>2</td> <td>2</td> <td>2</td> <td colspan="2">1</td> </tr> </tbody> </table>		Understanding		Speaking		Writing		Listening	Reading	Spoken interaction	Spoken production			<b>Language</b> E	4	4		4	4		<b>Language</b> D	2	2	2	2	1	
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	<i>(*) Common European Framework of Reference for Languages</i>																											
Social skills and competences	Replace this text by a description of these competences and indicate where they were acquired. (Remove if not relevant, see instructions)																											
Organisational skills and competences	implementation and management of international projects and programmes																											
Technical skills and competences																												
Computer skills and competences	Word, excel and access program																											
Artistic skills and competences	Replace this text by a description of these competences and indicate where they were acquired. (Remove if not relevant, see instructions)																											
Other skills and competences																												
Driving licence	State here whether you hold a driving licence and if so for which categories of vehicle. (Remove if not relevant, see instructions)																											
<b>Additional information</b>	Include here any other information that may be relevant, for example contact persons, references, etc. (Remove heading if not relevant, see instructions)																											
<b>Annexes</b>	List any items attached. (Remove heading if not relevant, see instructions)																											