

CV

Elizabeth RIJO

14/05/1979



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EXPERIENCES PROFESSIONALS

Project Management for the European Project LIREA – 2019-2022

La Roja Roja International Organization

- ◆ National coordination and management regarding research on victims of human trafficking;
- ◆ Human resources management: employees,
- ◆ Management and monitoring at regional level.
- ◆ External relations;
- ◆ Designing innovative activities to engage people who are victims of trafficking and/or at risk.

DEVELOPMENT, MANAGEMENT, MONITORING AND EVALUATION OF SOCIO-CULTURAL-WORK-RELATED, EUROPEAN AND CO-DEVELOPMENT INCLUSION PROJECTS – 2012 TO PRESENT

La Roja Roja International Organization, other non-profit organizations, and freelance professionals

- ◆ from the idea to the implementation of projects aimed at the socio-cultural and work inclusion of migrants and disadvantaged people in general;
- ◆ Management, monitoring and evaluation of projects within this macro theme;
- ◆ Design and implementation of projects aimed at promoting culture, protection, and assistance for emigration and immigration;
- ◆ Management and monitoring of International Development Cooperation projects;
- ◆ Designing innovative activities to engage and empower people, especially young people and women;

CIVIL ENVIRONMENTAL/BUILDING ARCHITECTURE ENGINEER

Freelance Profession Today

- ◆ Technical Office Manager • NATURAL POWER SOCIETÀ COOPERATIVA SRL;
- ◆ Safety in the workplace • AURACOOP SOCIAL COOPERATIVE
- ◆ Teacher of professional training course for plumbing and heating system operators • FORMATICA SRL – Training Center
- ◆ Teacher of professional training course for operators in the Energy Efficiency of Structures sector • ARAFORM SRL
- ◆ Project Management in the Republic of Benin, International Cooperation • GNONU ASSOCIATION
 - ◆ Design and development of eco-sustainable urbanizations;
 - ◆ Design and development of co-development projects.
 - ◆ Civil Structure Design
 - ◆ Technological systems design

TRAINING SCHOOL TEACHER

2022/2023

1. Training for plumbing and heating system operators
2. Training for Energy Efficiency Technicians
3. Training for Intercultural Mediators

**COORDINATING DIRECTOR OF THE FIRST RECEPTION CENTRE
2015/2018**

La Rosa Roja Association

- ◆ Creation, organization and management of a first reception center;
- ◆ Human Resources Management: Ability to manage and coordinate staff, including training and supervision of operators;
- ◆ Management and monitoring of medical conditions, legal status of guests, integration activities, warehouse, administration, guest, food, and lodging requests; preparation of qualitative and quantitative reports and accounting.
- ◆ Constant relationship and collaboration with public and humanitarian authorities.

SPECIAL EXPERTISE IN THE FIELD OF MIGRATION AND RECEPTION CENTERS

1. Human Resources Management: Ability to manage and coordinate staff, including training and supervision of operators.
2. Regulatory Knowledge: Understanding of laws and regulations relating to immigration, asylum and human rights.
3. Organizational Skills: Ability to plan and organize daily activities for a center.
4. Communication: Excellent communication skills, both verbal and written, to interact with migrants, staff and authorities.
5. Conflict Management: Ability to effectively address and resolve conflicts between migrants and/or between staff and migrants.
6. Empathy and Cultural Sensitivity: Understanding different cultures and the ability to treat migrants with respect and dignity.
7. Security Skills: Knowledge of security procedures to ensure the safety of migrants and staff.
8. Emergency Management: Ability to deal with emergency and crisis situations quickly and effectively.
9. Networking and Collaboration: Ability to build relationships with government agencies, NGOs, and other organizations to facilitate assistance to migrants.
10. Monitoring and Evaluation: Ability to monitor the activities of a migrant center and evaluate the effectiveness of the services offered.

DIRECTOR OF THE MACOMER REPATRIATION CENTRE – CPR MACOMER

1. Operational Management: Oversee the daily activities of the center, ensuring compliance with regulations and procedures.
2. Staff Coordination: Manage and train staff, ensuring they are adequately prepared for their roles.
3. Institutional Relations: Maintain contacts with local authorities, NGOs and other institutions to facilitate cooperation and support.
4. Assistance to Migrants: Ensure that migrants' rights are respected and that they receive adequate assistance, including legal and social services.
5. Monitoring and Reporting: Collect data and prepare reports on the center's activities to ensure transparency and accountability.
6. Planning and Development: Develop strategic plans to improve services offered and manage resources effectively.
7. Emergency Management: Be prepared to manage crisis or emergency situations within the center.

INSTRUCTION

MASTER'S DEGREE IN BUILDING ENGINEERING/ARCHITECTURE – 2001/2007

University of Cagliari

Construction Techniques, Construction Science, Statics, Technical Architecture, Urban Planning Techniques, Urban Planning, Landscape Architecture, Design and Calculations of Renewable Energy Systems, Construction Site Organization, Safety in the Workplace, Architecture and Architectural Composition, Experimentation, Control and Testing of Structures, Building Production Processes and Methods: Evaluation, Quality, Selection and Their Legislative References

Evaluation techniques:

Cost-benefit analysis, environmental impact assessment, quality analysis, integrated methodologies, multi-criteria analysis, overall cost analysis.

Illustration of the application of multi-criteria analysis in the various phases of the design process: planning, building design, recovery.

Preparation of project evaluation sheets with the identification of criteria and related weights, etc.,

Various examinations of the history of architecture, hydraulics, hydraulic constructions, architecture of large structures, etc.

OTHER PROFESSION, SKILLS AND CAPABILITIES

Planning and management of environmental restoration projects, focusing on soil fertility and biodiversity.

Gain in-depth knowledge of sustainable practices to improve soil health and promote biodiversity.

Experience in planning and implementing reforestation projects, with knowledge of local species and planting techniques.

Expertise in the recovery and sale of goods, including reuse and recycling practices.

I work with disadvantaged groups and develop programs for job, social, and cultural inclusion.

Knowledge of sustainable practices and environmental education to promote awareness and community engagement.

Ability to lead multidisciplinary teams and facilitate communication between the various stakeholders involved.

Nonprofit Management; Social Network Development between Third Sector Organizations and Public and Private Institutions; International Cooperation Project

Management for Co-Development; Project Monitoring and Evaluation; Project Communication and Follow-up; Social Impact of Projects; Socio-Intercultural

Mediation, Interpreting, and Translation; Network Development Skills between Nonprofit Organizations and Institutions to Maximize Project Impact; Active

Citizenship Empowerment; Social and European Project Manager; Mentoring; Co-Development Planning; Digital Communication; Social Management; Human

Resources Management and Recruitment; Crowdfunding.

STRENGTHS

Social intelligence; Listening skills; Determination; Judgment, critical thinking, and open-mindedness; Civic sense; Teamwork and loyalty; Industry, diligence, and perseverance; Impartiality, fairness, and justice; Honesty, authenticity, and integrity; Extroversion; Critical and abstract thinking;

SOCIAL SKILLS AND COMPETENCES

Rather communicative and extroverted, capable of interacting and relating sociably with others. I enjoy harmony and tend to be conciliatory in teamwork. I have a good ability to adapt to different situations. I am open to other cultures and respectful of other people's ways of thinking, but I also value discipline, respect, and civic duty. These skills are inherent in my nature and have been strengthened by my education, years of study, some work experiences, and my hobbies and sports: theater, various sports, dance, etc.

I am able to relate to people of different nationalities and cultures thanks to the experience gained in my home country, Italy, and the in-depth training gained through linguistic and cultural mediation courses.

I am able to communicate clearly and precisely, responding to specific requests from clients and/or target audiences thanks to the customer and sales network relations activities carried out in the various professional experiences mentioned. Furthermore, I am tenacious and consistent in achieving a goal.

In summary

RelationsExternal; Communication; Geopolitical Analysis; Project Management; Public Speaking; Mediation and Conflict Management; Management; Coaching; Immigration Law; Child Advocacy; Training.

ORGANIZATIONAL SKILLS AND COMPETENCES

Ability to independently organize work, prioritize, and assume responsibilities, acquired through the various professional experiences listed above, in which I was always required to independently manage various activities while meeting deadlines and objectives. I am able to work under pressure, a skill acquired through managing public/client relations in various professional experiences.

Good ability to work towards objectives, work in a team, manage the implementation of projects to deadlines, and coordinate the various professionals involved in a project.

TECHNICAL SKILLS AND COMPETENCES

I am able to manage the personnel information system; Ability to analyze CVs and manage job interviews;

IT SKILLS AND COMPETENCES

Able to use the various applications of the Office package, Excel, Access, Word, Power Point and Internet Explorer that I use daily, Wordpress and other software such as: Autocad 2D and 3D; Primus; All plan; Vue d'esprit; Revit; Rhino; sketcUp.

LANGUAGE SKILLS

	A1	A2	B1	B2	C1	C2
Italian	████████████████████					▼
Spanish	████████████████████					▼
Haitian Creole	████████████████████					▼
English	████████████████████					▼
French	████████████████████					▼

I authorize the processing of the personal data contained in my CV pursuant to Legislative Decree 196/2003 and EU Regulation 2016/679.