

Genadi Enchev

Date of birth: 25/04/1983 | **Nationality:** Bulgarian | **Phone number:** (+32) 492969581 (Mobile) | **Email address:** genadi@enchev.eu | **Website:** <http://www.enchev.eu> |

Address: 9 Fr. Robbrechtstraat, Apt 3A, 1780, Wemmel, Belgium (Home)

● ABOUT ME

Highly motivated person with multidisciplinary education and working experience and a lot of international exposure looking for a job position in the private services sector or EU Institutions that can leverage on my project management, problem solving and communication skills and help me further develop professionally.

● WORK EXPERIENCE

01/02/2022 – CURRENT Brussels, Belgium

EB OPERATIONS ANALYST EUROCLEAR

- Completing various tasks on specific markets and on a strict schedule to ensure smooth market operation
- Close cooperation with internal teams and external parties on different processes of the settlement business - related to sanctions, instructions on cross border markets and various specific instruction types
- Contributing to continuous improvement and optimization of the internal workflow processes
- Working on various projects within the Settlement Cross Border team - migration of assets, tools development and increased cooperation with other teams in Euroclear Bank - Client Services, Compliance and Reconciliation
- Investigating and solving complex cases
- Coaching team members on specific market shifts

Address 1 Bd Roi Albert II, 1210, Brussels, Belgium

01/12/2018 – 31/01/2022 Brussels, Belgium

FINANCIAL AGENT EUROPEAN COMMISSION DG BUDGET

- Contribute to elaboration of the quality standards for the tasks performed by the Legal Entities validation team
- Provide analysis for the most complex files processed by the team, if needed in agreement with the head of sector or LE team leader
- Perform post-validation internal control of validated records aimed at assurance of high quality of Legal Entities File
- Assist in revision and maintenance of operational procedures aimed at streamlined treatment and quality assurance
- Assist and act as a back-up of the LEF Team Leader in team's coordination tasks
- Carry out, in compliance with established standards and regulatory framework, accounting verification and validation of legal details of beneficiaries of EU payments submitted to the Accounting Officer's services via LE creation and modification requests
- Contribute to analysis and development of LEF database in light of EU financial reporting needs and national legislations

Address 19 Avenue D'Auderghem, 1000, Brussels, Belgium

01/04/2016 – 01/05/2019 Varna, Bulgaria

MEMBER OF THE MANAGEMENT BOARD MARINE CLUSTER BULGARIA

- Preparing and deciding on the general strategy of the cluster - both short- and long-term
- Representing the cluster in meetings with authorities, other clusters or businesses
- Actively participating in the cluster's EU projects

Address 35 Voden Str., 9000, Varna, Bulgaria

15/03/2018 – 02/07/2018 Zaventem, Belgium

INTERNSHIP QUALITY AND RISK MANAGEMENT DELOITTE BELGIUM

- Managing the contract database
- Checking compliance with Quality and Risk Management policies and procedures
- Supporting the finance department during weekly/monthly closing
- Reporting of Quality and Risk Management & GDPR compliance
- Overall support to the team

Address Luchthaven Brussel Nationaal 1 J, 1930, Zaventem, Belgium

25/05/2015 – 01/06/2018 Varna, Bulgaria

SECRETARY BULGARIAN ASSOCIATION OF SHIP BROKERS AND AGENTS (BASBA)

- Managing the everyday work of the association, together with providing various services to the members and keeping them up-to-date with the latest business developments
- Took part in the defense strategy for overturning a major tariff change that had a direct impact on the ship agent's costs
- Completely reorganized the work process of the association, including big improvements in the cash management and membership fees collection, reduced the expenses significantly on an annual basis and at the same time worked on the increase of the membership base of the association

Address 35 Voden Street, 9000, Varna, Bulgaria

01/05/2012 – 01/06/2018 Varna, Bulgaria

CONSULTANT / JUNIOR LAWYER "RAEV & PARTNERS" LAW OFFICE

- Assisting the partners on Maritime Law cases - cargo claims, charterparties disputes and others
- Contacting & organizing meetings/conference calls with foreign law offices in order to facilitate international dispute resolution
- Meeting with clients & presenting cases to relevant third parties
- Conducting research on foreign jurisdiction cases

Address 36D Tzar Simeon Street, 9000, Varna, Bulgaria

17/08/2017 – 07/03/2018 Varna, Bulgaria

ADMINISTRATIVE ASSISTANT MARINE CLUSTER BULGARIA

- Provided administrative support on various projects
- Prepared presentations for the management board
- Represented the organization in various conferences

Address 35 Voden Str., 9000, Varna, Bulgaria

08/11/2016 – 02/05/2017 Varna, Bulgaria

ADMINISTRATIVE ASSISTANT MARINE CLUSTER BULGARIA

- Provided administrative support on various projects
- Prepared presentations for the management board
- Represented the organization in various conferences

Address 35 Voden Str., 9000, Varna, Bulgaria

30/11/2010 – 31/01/2012 Sofia, Bulgaria

ASSISTANT JUNIOR EXPERT MINISTRY OF TRANSPORT, INFORMATION TECHNOLOGY AND COMMUNICATIONS

- Assisting the management team on projects related to synchronizing the Bulgarian laws on merchant shipping (including Bulgaria's Merchant Shipping Code) with European Union directives and legislation
- Assisting the management team on draft maritime merchant agreements with other countries
- Preparation of presentations for various projects

Address 9 Dyakon Ignatij Str., 1000, Sofia, Bulgaria

01/09/2005 – 28/02/2006 Montvale, New Jersey, United States

EMPLOYEE SALES LIAISON ASSISTANT MERCEDES-BENZ USA

- Assisted on projects concerning vehicle distribution services for the company
- Met with clients, providing assistance in choosing the correct service they required
- Conducted data analysis
- Organized documentation and prepared presentations for the management

Address One Mercedes Drive, 07645, Montvale, New Jersey, United States

01/03/2005 – 30/06/2005 Montvale, New Jersey, United States

ASSISTANT PROJECT MANAGER MERCEDES-BENZ USA

- Provided assistance for general management tasks of the Dealer Workshop Services department
- Worked on access rights policies
- Conducted data analysis
- Prepared presentations for the management team

Address One Mercedes Drive, 07645, Montvale, New Jersey, United States

01/10/2004 – 31/03/2005 New York, New York, United States

ASSISTANT PROJECT MANAGER MERRILL CORPORATION

- Managed various translation projects
- Managed the team work of five employees and met with clients

Address 225 Varick Street, 10014, New York, New York, United States

● **EDUCATION AND TRAINING**

01/09/2009 – 15/09/2010 Swansea, United Kingdom

LL.M. INTERNATIONAL MARITIME LAW Swansea University

- Admiralty Law
- Charterparties and Carriage of Goods by Sea
- Marine Cargo Claims
- International Litigation and Arbitration

Address Singleton Park, SA2 8PP, Swansea, United Kingdom | **Field of study** Law | **National classification** ISCED 5

01/09/2008 – 15/08/2009 Utrecht, Netherlands

LL.M. LAW AND ECONOMICS Utrecht University

- International Commercial Law
- European Contract Law
- Contract Drafting
- Economic and Strategic Aspects
- Regulation and Economics; Law and Economics of Competition Policy
- Law and Economics of International Trade

Address 3508 TC, Utrecht, Netherlands | **Field of study** Law | **National classification** ISCED 5

01/09/2007 – 15/08/2008 Utrecht, Netherlands

M.SC. ECONOMICS AND LAW Utrecht University

- Economics of Trust
- Quantitative Methods
- Regulatory Policy in Financial Markets and Banking
- Corporate Governance: International Perspectives
- Competition Theory and Policy
- Economics of Regulation and Competition

Address 3508 TC, Utrecht, Netherlands | **Field of study** Law | **National classification** ISCED 5

- Economics
- International Business

Address 505 Ramapo Valley Road, 07430, Mahwah, New Jersey, United States | **Field of study** Economics

RELEVANT COURSES European Commission

- Internal Audit Process and Skills (INT01)
- International Professional Practices Framework (IPPF) (INT02)
- The role of Internal Audit within the Commission governance, risk management and control frameworks (INT03)
- Internal Audit risk assessment and audit plans (INT04)
- Introduction to Internal Control and Risk Management
- Expenditure Lifecycle
- HTML 5 / CSS 3 - step 1 - Initiation
- HTML 5 / CSS 3 - step 2 - advanced

Field of study Audit, Information Technology , Budget

LANGUAGE SKILLS

Mother tongue(s): **BULGARIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C2	C2	C2
FRENCH	C1	C1	B2	B2	B2
DUTCH	A2	A2	A2	A2	A2
RUSSIAN	A2	A2	A2	A2	A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Windows | Linux/Unix OS | Microsoft Office | Lotus Notes | Adobe Photoshop | Adobe Acrobat Professional | Adobe Dreamweaver | HTML5 | CSS3 | Basic Hardware and LAN / WAN support

ORGANISATIONAL SKILLS

Organisational skills

Teamwork and coordination skills acquired during studies and working for various companies, organizations and government bodies.

COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

- Multicultural adaptability: Result of studying, living, working and travelling in many countries with different cultures and languages - Bulgaria, Belgium, the Netherlands, the United Kingdom, the United States of America- Communication ability: Result of working for prestigious domestic and international companies and organizations

● **OTHER SKILLS**

Other skills

Hobbies: Active sports (Tennis, Volleyball, Working out); Carting; Travelling; Technology and gadgets; Automobiles

● **CERTIFICATIONS**

Certifications

NATO Personnel Security Clearance Certificate - NATO Secret - valid until 16 August 2022
Cast FG IV - EPSO/CAST/P/15/2017 Law - passed 05/2021
Cast FG IV - EPSO/CAST/P/17/2017 Information and Communication Technology - passed 11/2021
Cast FG IV - EPSO/CAST/P/2/2017 Finance - applicant number 4669951
Cast FG III - EPSO/CAST/P/12/2017 Political Affairs / EU Policies - passed 12/2020