

**EUROPEAN
CURRICULUM VITAE
FORMAT**



PERSONAL INFORMATION

Name

DUTTO TERESIO (TERRY)

Address

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Nationality

Italian

Date of birth

19 APRIL 1945 – CUNEO - ITALY

WORK EXPERIENCE

- Dates (from – to)
- Name and address of employer
 - Type of business or sector
 - Occupation or position held
- Main activities and responsibilities

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MARCH 2003 – CURRENT

CARITAS ITALIANA – Via Aurelia 796 – 00165 – Roma - Italy

Foundation Non-Profit – Humanitarian branch of Episcopal Conference of Italy

Development and Emergency Project Consultant

Project Identification, Editing, Managing, Reporting, Need's evaluations, HR Selection procedure

JANUARY 1992 – MARCH 2003

Europa International Services Ltd – Viale Mazzini - Via Antonio Pisano 16 – 00142 – Roma - Italy

Development and Emergency Project's Agency -

Owner – Managing Director

SEPTEMBER 1986 - DECEMBER 1991

L.V.I.A.- Lay Volunteers International Association – C/so 4 Novembre 28 – 12100 – Cuneo - Italy
Non Government Organization - Non-Profit – (co-founder of in 1968)

Country Representative in Ethiopia – C/o Ministry of Social Affairs

Project Identification, Editing, Managing, Reporting

Planning water sources exploitation and distribution

Forest Nursery, Agricultural planning, Sanitation improvement

Emergency camps post-war supplies and sanitation management

Volunteering: Management monitoring of: Italian Hospitals of ANSMI, in: Tanger, Morocco – Amman, Jordan; Kerak, Jordan; Damascus, Syria; Haifa, Israel; secondary schools in Israel, Haifa and Cana; Pilgrims accommodation In Israel, Mount of Beatitudes, on Sea of Galilee.

- Dates (from – to)
 - Name and address of employer
 - Type of business or sector
 - Occupation or position held
 - Main activities and responsibilities
- AUGUST 1982 – SEPTEMBER 1986**
 L.V.I.A.- Lay Volunteers International Association – C/so 4 Novembre 28 – 12100 – Cuneo - Italy
 Non Government Organization - Non-Profit – (co-founder of in 1968)
 General Secretary of Organization
 HR Management, Selection and Training of Volunteers, Project Identification, Editing, Managing Strategic Planning, Coordination with funding sources and donors.
- Dates (from – to)
 - Name and address of employer
 - Type of business or sector
 - Occupation or position held
 - Main activities and responsibilities
- SEPTEMBER 1977 – AUGUST 1982**
 Independent Consulting Office – Export sales contractor -
 Professional support of export of Turn-Keys projects: bread making plants in Arab Countries
 Independent Consultant to Italian exporters
 Contract dealings with Arab clients, Bank’s connections for export dealings, Consulting clients in Arab Countries and East Europe.
- Dates (from – to)
 - Name and address of employer
 - Type of business or sector
 - Occupation or position held
 - Main activities and responsibilities
- AUGUST 1970 – SEPTEMBER 1977**
 Metal Construction (W.A.) Ltd – Apapa, Lagos – Port Harcourt
 Heavy Steel Production company (1st in Country)
 General Manager
 Production Planning, Supervision of Designs, Client’s Connections, International suppliers dealings (England, Germany, Japan), Coordination of works for Oil Industry Supplies, Design and Construction of Houseboats for Oil Research teams, Design and Construction of River Barges 1.000 tons, Design and Construction of over 200 Steel Bridges (1 mt. H Steel Beams), Oil Tankers, Rail Tanks, Lorry bodies.
- Dates (from – to)
 - Name and address of employer
 - Type of business or sector
 - Occupation or position held
 - Main activities and responsibilities
- JANUARY 1968 – JULY 1970**
 L.V.I.A.- Lay Volunteers International Association – C/so 4 Novembre 28 – 12100 – Cuneo - Italy
 Non Government Organization – Volunteer’s Service - Non-Profit - Signed the founding doc.
 Co-Founder – Country Representation in Kenya – Meru – Tigania District
 Management of Tigania Housing Cooperative Society – Start-up of steel workshop –
 Management of Health services in the local Hospital and Health Centre, HR management of assistance to 160 Young Polio-stricken patients - Strategic Planning - Coordination with funding sources and donors.

EDUCATION AND TRAINING

- Dates (from – to)
- Name and type of organization providing education and training
- Principal subjects/occupational skills covered
- Title of qualification awarded
- Level in national classification

PERSONAL SKILLS AND COMPETENCES

Acquired in the course of life and career but not necessarily covered by formal certificates and diplomas

MOTHER TONGUE.

OTHER LANGUAGES

- Reading skills
- Writing skills
- Verbal skills

SOCIAL SKILLS AND COMPETENCES

Living and working with other people, in multicultural environments, in positions where communication is important and situations where teamwork is essential (for example culture and sports), etc.

SEPTEMBER 2007 – MARCH 2011

L.U.M.S.A. – Libera Università Maria SS.ma Assunta – Piazzetta - Roma – Italy

Three Years High Degree (108/110)

Scienza della formazione; Laureare l'esperienza – Science of Training: Expert on No-Profit Organizations - Degree the experience

HR Management - Financial and Economic Management of Non-Profit Organization- Social Researches' technical skills, Anthropology,

University Degree

Three Years Specialized course of Experienced people.

Financial and Industrial Management competences acquired in specific field engagement and qualified with the University Degree.

Projects edited, planned, managed and reported approved by the International Cooperation of the Italian Ministry of External Affairs since 1982, by the ECHO and the EuropAid funding offices since 1992 and earlier.

Social and Human Resources Management competences acquired with various trainings on different specialties: Rural Development, Youths Animation expertise, HR teamwork.

Italian

ENGLISH

EXCELLENT

EXCELLENT

EXCELLENT

FRENCH

EXCELLENT

GOOD - BASIC

EXCELLENT

THE 20 YEARS IN AFRICA STARTED WITH A POSITION OF TECHNICAL EXPERTISE AND DEVELOPED IN VARIOUS DIFFERENT EXPERIENCES WITH POSITIVE RETURN IN TERMS OF NEED'S ASSESSMENTS, PROJECT'S IDENTIFICATION, PROJECT MANAGEMENT AND REPORTING.

THE REPRESENTATION OF THE ORGANIZATION PRODUCED A CONSTANT IMPROVEMENT OF SOCIAL, TECHNICAL AND ADMINISTRATIVE SERVICES IN A NON-PROFIT ORGANIZATION.

THE EXPERIENCE IN NIGERIA WAS FULLY EXPRESSED IN A LARGE COMPANY LEADER IN THE COUNTRY IN A PECULIAR HISTORICAL MOMENT IN AFRICA, INTRODUCING THE CONCEPT OF THE "COST OF LIVING ALLOWANCE" IN A FAST GROWING ECONOMIC SITUATION.

THE INVOLVEMENT IN THE EMERGENCIES DUE TO NATURAL AND MAN-MADE DISASTERS HAS ALLOWED TO ADAPT THE TECHNICAL EXPERTISE WITH THE CAPACITY TO EXPRESS A DEEP AND CONCRETE SOCIAL PERCEPTION ABOUT THE CONDITIONS OF THE VICTIMS THAT WERE THE BENEFICIARIES OF THE PROJECTS, IDENTIFIED, EDITED AND MANAGED WITH STRATEGIC PLANS ADAPTED TO THE SPECIFIC CONDITIONS.

SOCIALLY AND DEVELOPMENT SIGNIFICANT OPERATIONS HAVE BEEN CARRIED OUT IN BOSNIA HERZEGOVINA 1992-TO NOW;

RURAL DEVELOPMENT PROGRAM: "NORTH BIH 10 YEARS PLAN" FROM RETURN OF WAR VICTIMS TO FULLY PRODUCTIVE MILK AND CHEESE PRODUCING ENTERPRISES;

SOMALIA: RESTORE HOPE OPERATIONS PRESENCE IN MERCA WITH A TB HOSPITAL AND LAB CONNECTED WITH THE WHO;

RWANDA: PRE AND POST CIVIL WAR REHABILITATION OF THE HEALTH NETWORK IN THE COUNTRY;

IRAN: WATER DISTRIBUTION, HEALTH AND HOUSING TO SPINAL CORD PATIENTS, STRATEGIC PLANS TO REHABILITATION OF SCHOOLS AND HEALTH CENTERS FOLLOWING THE EARTHQUAKES IN BAM 2004 AND OTHER LOCATIONS 2005-08

ALBANIA: ORGANIZATION REHABILITATION, TECHNICAL TRAININGS, PLANNING OF THE PRIVATE HEALTH NATIONAL NETWORK (50) HEALTH CENTERS), SOCIAL RESEARCHES AND IMPROVEMENTS FROM 1993 UNTIL NOW, WITH THE RECENT OPERATIONS OF REINTEGRATION'S OF RETURNED MIGRANTS AND THE STUDY OF THE "BLOOD REVENGE" SOCIAL STUDY

Tsunami cases in India, Tamil Nadu region, and Indonesia, Island of Nias, Banda Aceh.

EAST EUROPEAN COUNTRIES SINCE 2003; SOCIALLY BASED OPERATIONS PLANNED AND MANAGED REFERRING TO HUMAN TRAFFICKING, HEALTH SERVICES, EDUCATIONS, SOCIAL ANIMATIONS;
TURKEY: STRATEGIC PLAN AT NATIONAL LEVEL OF THE CATHOLIC CARITAS, BUILDING COMMUNITY STRUCTURES: AUDITORIUM TO THE AUTISTIC CENTRE AND THE OLD PEOPLE'S HOME IN IZMIR, SOCIALLY BASED PROJECTS TO SUPPORT REFUGEES AND ASYLUM SEEKERS, SCHOOLS FOR TEMPORARY IMMIGRANTS WITHOUT RIGHTS, DEVELOPMENT PROJECTS TO LOCAL MINORITIES.
COUNSELOR OF ANSMI ASSOCIATION FUNDED IN 1887 TO ASSIST ITALIAN MISSIONARIES MANAGING N° 5 HOSPITALS AND 5 SCHOOLS AND OTHER SOCIALLY SIGNIFICANT INSTITUTIONS IN ISRAEL, SYRIA, JORDAN, MOROCCO, ALBANIA, TURKEY.

**ORGANISATIONAL SKILLS
AND COMPETENCES**

Coordination and administration of people, projects and budgets; at work, in voluntary work (for example culture and sports) and at home, etc.

SOCIAL AND DEVELOPMENT PROJECTS: IDENTIFICATION, EDITING, PLANNING, MANAGEMENT AND REPORTING;

HUMAN RESOURCES MANAGEMENT, SELECTION AND ATTITUDE ADAPTATION;

SOCIAL ANALYSIS AND SOCIAL RESEARCH SKILL;

INTERNATIONAL MEMERGENCIES FIRST EVALUATION AND PLANNING SKILL (SOMALIA: RESTORE HOPE; RWANDA: GENOCYDE; IRAN, TURKEY: EARTHQUAKES; BOSNIA HERCEGOVINA: CIVIL WAR FROM 1992; ALBANIA: REHABILITATION FROM 1993; TSUNAMI: INDIA, INDONESIA BANDA ACEH, NIAS ISLAND;

NEED'S EVALUATION RESEARCHES;

ADMINISTRATION SKILL WITH BUDGET IDENTIFICATION, BUILD-UP AND BUDGETARY CONTROL;

TEAM WORK BUILD-UP AND MANAGEMENT APPLIED TO RESULT ORIENTED TASKS.

**TECHNICAL SKILLS
AND COMPETENCES**

With computers, specific kinds of equipment, machinery, etc.

READING AND UNDERSTANDING TECHNICAL DRAWING

INITIAL PLANNER IN IBM RPGIII AND BASIC APPLE;

EXPERIENCE IN OFFICE SOFTWARE: WORD, EXCEL, ACCESS, POWER POINT

SOFTWARE SELF-PRODUCTION IN ACCESS FOR ACCOUNTS, RESEARCH, DATABASE USE.

**OTHER SKILLS
AND COMPETENCES**

Competences not mentioned above.

MANAGED AND DEVELOPED THE TIGANIA HOSPITAL (KENYA) FROM MATERNITY TO GENERAL HOSPITAL;
MANAGED HEALTH RELATED INSTITUTIONAL BUILDING: NEONATOLOGY (TIRANA), DIALYSIS (JORDAN), ORGANIZATIONAL LOGISTICS SUPPORT (ZIMBABWE);

PLANNED AND COMPLETED THE LAUNCH OF THE CARITAS ALBANIA NATIONAL HEALTH NETWORK – YEAR 2000 - (50 HEALTH CENTERS)

DRIVING LICENCE(S)

Level B since 48 years

ADDITIONAL INFORMATION

Extensive use of Internet operative functions.

ANNEXES

ALMA LAUREA – UNIVERSITY DEGREE CERTIFICATE

IRAN - S.C.I.-Spinal Cord Injured - letter

HOBBIES

Reading

Gyms

Sports

I agree that the receiver of my personal data will use them only according to the rules of the privacy procedures (ex art 13 dlgs 196/2003).

Dutto (Terry) Teresio