

AGRON HAXHIMALI

Tirane, Albania

Mob: +355 682050310

Tel/Fax: +35542468492

Email: ahaxhimali@yahoo.com

OBJECTIVE

A position in a results-oriented professional company that seeks an ambitious and career conscious individual where acquired skills and work experience will be utilized towards continued growth and advancement.

To gain a professional development as a team member executing critical services that contributes to the profitability of the company.

EDUCATION

2010 – 2012	Master in Public Administration	University of Tirana
1989 – 1993	BA in Biology and Chemistry	University of Tirana

CAREER

2015 – To date Executive Director AAM – Association of Albanian Municipalities

Leading the activities for the fulfillment of daily tasks of the association; Preparing the activity plan of the association together with the respective budget and submit it for approval to the Steering Committee; Reporting in the Permanent Committees of the Association for the performed activities; Being responsible for the administrative actions of the association; Being responsible for the recruitment of staff members after the approval of the Steering Committee; Preparing and attends meeting of the Steering Committee and Permanent Committees. Management the EU international project, IPA-CBC, Italy, Greece, Montenegro, Interreg, Interreg Med, GIZ/ORF on Solid waste, Water system, Urban Mobility , UNDP and EU project on Modernization of LG etc.

2005 – 2015 Executive Director AAC – Albanian Association of Communes

Responsible for the implementation of operational duties of the association, under project ‘Development Albanian Association of Communes’ in partnership with SALAR (Association of Communes and Region in Sweden) which were financed by SIDA. Designs the project-plan of activities of the association and the respective budget and it submits it for review to the Steering Committee. Organization and preparation meetings and draft-decisions that will be reviewed by the Steering

Committee, Responsible of recruiting staff members and short time expert. Organized the regional training with elected people and civil servants. Assisting communes in preparation for the project proposal etc. Assisting and participating in different working groups to drafting the log frame of decentralization of Local Government and other laws and public administration reforms.

2001 – 2005 **Local Coordinator** IP GTZ (German Technical Cooperation)

Co-operation in close liaison with mayor's and local administration for as assessing of need for local government and preparing of join project, supervising the ongoing of project activity. Assisting the drafting of the policies and strategies for integrated local development. Also, assisting municipalities and communes to establish partnership with IMC.

Supervision, monitoring, controlling and reporting of the ongoing project grant and activities. Preparation of the evaluation reports with a list of priorities for the municipality. Co-coordinating with other international organizations which were operating in the area at the time. Organizing and supporting training activities and short-time expert.

1996 – 2000 **Mayor** Petrela Commune, Albania

Based on LAW on Organization and Functioning of Local Governments, to exercises all competencies for the carrying out of the functions of the Commune or Municipality with the exception of those competencies that are exclusive to the Council. Responsible for the implementation and the decisions for the Local Council.

Taking measures for the preparation of materials for the meetings of the council, in compliance with the agenda of the meeting and also for topics that he is interested to discuss with the Council. Preparing reports to the Council on the financial economic situation and on the service levels achieved every six months and more often if required by the Local Council. Exercises all the rights and guarantees the meeting of all obligations of the local government due to its status as a juridical person. Also, in charge pf taking measures for qualification and training of personnel of administrative staff, personnel of education, and social, cultural and sportive institutions.

1993 – 1996 **Director** United High School (Ministry of Education)

Managed and administrated nursery school, elementary school and gymnasium with 400 pupils and 30 teachers. Leading the pedagogic staff, organizing training, activities based on guidelines from Ministries of Education. Preparing reports and statistics data regarding performances of pupils.

OTHER INFORMATON

Organizer and associate of the studies:

- ✓ Fiscal and LG decentralization reform in Albania
- ✓ Organization development of LG
- ✓ Albanian Territorial Reform

Publications

- ✓ Model Regulation of the Commune's Council
- ✓ Model of the Fiscal Package for the Communes
- ✓ Inter communal Cooperation Manual
- ✓ Leaflet on Anti-discrimination
- ✓ Gender Equality Information Package for the communes of Albania
- ✓ Guide on Communication for the Communes
- ✓ Manual on Administrative Procedures for the Local Governments of Albania
- ✓ Guide of Events
- ✓ ABC of Public Administration (Manual for LGUs)

- ✓ Local Government in Albania-Status Report on Territorial and Administrative reform.

PERSONAL DATA: Marital Status Nationality Languages Driving License

Married

Albanian

English, Italian, Albanian

Albanian

- References available upon request.

