



Ronald Hartwig

Date of birth: 28/01/1965 | **Nationality:** Austrian | **Gender:** Male | (+43) 533661014 |

hartwig@wiiw.ac.at | <https://www.wiiw.ac.at> | Rahlgasse 3, 1030, Vienna, Austria

● WORK EXPERIENCE

08/2009 – CURRENT – Vienna, Austria

EU PROJECT MANAGER – VIENNA INSTITUTE FOR INTERNATIONAL ECONOMIC STUDIES (WIIW)

- Responsible for the administrative and financial management of European framework projects (WIOD, AUGUR, GRINCOH, SPINTAN)

05/2008 – 07/2009

SELF-EMPLOYED

- Freelance project manager for IT projects, new media consultant, project developer

09/2005 – 04/2008 – Vienna, Austria

EU PROJECT MANAGER, INFORMATION MANAGER – MICA - MUSIC AUSTRIA

- Coordination of a EU Culture 2000 project, Project management for several other EU funded projects; IT management and System Administration

05/2004 – 08/2005 – Vienna, Austria

IT PROJECTMANAGER – NIWA WEB SOLUTIONS

- Project management for research and software development projects (partly EU funded), IT consulting, coordination of proposals for funded projects.

04/2000 – 04/2004 – Vienna

PROJECT MANAGER, SYSTEM ADMINISTRATOR – MICA - MUSIC AUSTRIA

- IT management, project management for several funded project (EU and national)

10/1998 – 03/2000 – Vienna, Austria

MUSIC MANAGER – PLAG DICH NICHT RECORDS

- Public relations, organisation of tours, concept and realisation of a website and an online cd shop

09/1984 – 09/1998

FREELANCE MUSICIAN, DJ AND MUSIC JOURNALIST

- Produced several vinyl records and CDs; several tours through European countries; published musical articles in several Austrian daily and weekly print media.

● EDUCATION AND TRAINING

1984 – 04/2000 – Vienna, Austria

MAGISTER RERUM SOCIALIUM OECONOMICARUMQUE – University of Economics and Business

Field(s) of study

- Business Administration

● LANGUAGE SKILLS

Mother tongue(s): GERMAN

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C1	C1	C1
ITALIAN	A2	A2	A1	A2	A1

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

● DIGITAL SKILLS

Windows | OSX | Linux | Social Media/Social Networks | MS Office

● ORGANISATIONAL SKILLS

Organisational skills

- 10 years of experience as a professional project manager; coordination of complex projects up to 17 international partners; experience in the organisation of workshops and conferences
- Budgeting (have handled and administrated project budgets up to 3.5 million eur); project planning techniques (e.g. Gantt/PERT charts, mindmaps, MS Visio etc.)

● COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

- Good communication skills; experienced in managing multicultural teams, gained through my work in EU funded projects.

● JOB-RELATED SKILLS

Job-related skills

- Proposal writing, budgeting (have handled and administrated project budgets up to several million eur) and controlling;
- Project planning techniques (e.g. Gantt/PERT charts, mindmaps, wikis, MS Visio etc.);
- Web services and social media strategies.

- **PROJECTS**

Complete list of projects

[List of Projects - Ronald Hartwig \(wiiw.ac.at\)](#)