



Sara Casas i Torrens



WORK EXPERIENCE

2010 – NOW. **Coordinator of Occupational Programs. *Barcelona Activa***

- Team Planning and Organization
- Coordination of training and prospecting activities of companies

2008 – 2010. **Specialist in youth employment device.** Project "Jobs in the neighborhood" ***Barcelona Activa***.

- Planning and implementation of the training and support actions suitable for the group of youth from the neighborhood of Santa Caterina, Barcelona
- Conducting initial interviews, the tutoring of youngsters and planning itineraries in the job search. Follow up after the insertion of the young participants

2005 – 2007. **Occupational Agent** Occupational City Service. Cerdanyola City Council.

- Coordination and stimulation of job search space.
- Occupational interviews, analysis of employability and definition of the professional profile

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2004-2005. **Teacher** IMPO (Local Institute of Occupational Promotion). City Council Badalona.

- Development of a program of job search techniques adapted to a specific group (ethnic gypsy minority) and development of the Memmorandum

1993-2004. **Insertion coordinator.** Justice Department.

- **Technical guidance** in orientation processes with youngsters and adults in detention centers and open environment
- **Coordination** with interdisciplinary teams in de-institutionalization planning

1991-1993. **Technical Specialist in labor insertion.** ADSIS Foundation.

OTHER EXPERIENCES

1997-1998. Participation in the organization of *The first conference on inclusion of youth with prosecutions* - organized by the Department of Justice of France.

1999. Participation (1996-1999) in the research on "Evaluation of Job Placement Program" presented at the Center for Legal Studies and Specialized Training

2000. Presentation of the Occupational Insertion program in the "European Conference" organized by the EOEf (European Offenders Employment Forum) held in London in the month of June

ACADEMIC BACKGROUND

- Bachelor's Degree in Pedagogy. University of Barcelona
- Social Educator. 1998
- Catalan language- Level C. School of Public Administration

Additional training:

- Planning and Management of Projects. *Col·legi de Politòlegs i Sociòlegs de Catalunya*

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- Introduction to Local Economic Development. *Col·legi de Politòlegs i Sociòlegs de Catalunya*
- Strategies for the design and assessment of tools for insertion. Specialization course. UPC.

Computer skills:

- Middle/high level knowledge of the programs Word, Excel and Power Point

Languages:

- Catalan – Proficiency (Mother tongue)
- Spanish – Proficiency
- English – Intermediate Level

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