

(cf. RNCIS: http://www.rncis.ro/portal/page?_pageid=117,70218&_dad=portal&_schema=PORTAL)

Title and name of qualification

Graduation title	Bachelor of Administrative Sciences				
Name of qualification	Public Administration	Qualification code	L40201005010	Contact person	Contact ACPART - ACPART

Identification elements related to qualification

Education level:	Bachelor Studies
Fundamental domain of study:	Social Sciences
Branch of science:	Administrative Sciences
Domain-based ranking:	Administrative Sciences
Domain of study:	Administrative Sciences
Study programme:	Public Administration
Total number of credits:	180
Length of study:	3 years
Prerequisites:	
Details:	

Summary of qualification

Professional competences:

Use of the concepts and fundamental principles of organization and functioning of administrative structures for employability in public and / or private institutions

Identifying and applying the legal provisions on the administrative system, including the initiation and formulation of proposals for legislation and / or administrative acts

Oral and written communication in the study program language or in a foreign language, of structured messages related to a given specialty problem

Application of strategic instruments for institutional development

Management of specific activities in the field, with ethical and professional ethics compliance

Identifying, analyzing and solving problems in public administration, in a cooperative, flexible and efficient manner

Cross- disciplinary competences:

Term fulfilment in a rigorous, efficient and responsible manner of professional tasks complying with the ethical principles and with the professional ethics

Applying networking techniques, learning and performing specific roles in teamwork, through development of interpersonal communication skills

Self-evaluation of the training need and identification of the resources and means of training for personal and professional development in order to insert and adapt to market demands