



## F. MÜJDE ÇETİN

*Sustainable Development and Stakeholder Relations Consultant*

*Certified Contract Negotiator, Trainer, Consultant, Moderator, Mentor, Civil Society Volunteer*

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**Areas of Interest/Service:** *Sustainable Development and Stakeholder Relations (Engagement), SDGs, Integrated Reporting, Negotiation, Contract Negotiation, Value Creation Cycles, Strategy Architecture, NGO-Public-Private Sector Partnership Building, Collaboration Models, Donor Relations, Financial/Human Resource Mobilization, Conflict Resolution and Solution Architecture, Organizational Development, Good Governance, Trust Building, Capacity Building, NGO Management (including Foundation Establishment), Gender Equality Training Prog. and Workshops, Advocacy (Municipality Scorecard from Gender Perspective), Project Assessment, Event Management, Monitoring and Evaluation, Grant Management, European Bank for Reconstruction and Development (EBRD) Projects Consultancy, Project Management and PCM Training Prog., Women Rights, Moderation at Workshops and BoD Meetings, Human Resources and Labour Law Consultancy, Training Prog. on Corporate Culture Mainstreaming, Entrepreneurship Training Prog.*

1. Date of birth / Nationality: February 16, 1977 / Turkish
2. Education: M.A. Degree

Institution	Degree Obtained
University of Galatasaray – Law of Economics   Labour Law (M.A.)	84 (Honour Degree)
Marmara University – International Relations and Political Science (B.A.)	80
ISTEK Foundation Uluğ Bey High School	95 (Honour Degree)

### **Certificates:**

Contract Negotiator (Negotiators Society - 2019)

Business Diagnostics for Consulting (EBRD-European Bank for Reconstruction and Development - 2018)

Advanced Negotiation Techniques and Conflict Resolution (University of Babes-Bolyai - 2018)

Negotiation Certificate Prog. (Global Mediators and Negotiators – 2018)

Good Governance Certificate Prog. (University of Boğaziçi - 2016)

SME Management Certificate Prog. (University of Boğaziçi - 2012)

**Achievements:**

First Turkish person as Certified Contract Negotiator listed at international level

Scholarship for 'Contract Negotiator' Certificate Programme

Publication: Main Employer & Sub-Employer Relations In Turkish Labor Law / 2007 (MA Degree)

Scholarship for NATO trip (NATO Headquarters / Brussels - 1998)

Scholarship for BA degree

Scholarship for High School education

**3. Key qualifications:**

As a Corporate Consultant/Trainer/Negotiator/Moderator/Mentor, a spectacular chief executive with remarkable social skills, stakeholder-oriented, value creation-oriented, a problem solving relationship builder, reliable for good governance implementations, ethic and legal codes literate, proactive, easy adaptation to different circumstances/cultures and market needs, accustomed to international implementations and local governments, result oriented, cheerful, eager to learn in every atmosphere, a bonding and bridging professional, loving nature and kids, volunteer for civil society, valuing the commons of the society and SDGs of the UN.

**4. Professional experience:**

Date from – Date to	Location	Company & Ref. person (name & contact details)	Position	Description
01.11.2018 – ...	Istanbul	Spring Global	Founder	Sustainable Development and Stakeholder Engagement/Relations Consultancy. SDGs, Integrated Reporting, Value Creation Cycles, Strategy Architecture, Trust Building, CSO-Public-Private Sector Partnership Building, Resource Mobilization, Negotiation, Conflict Resolution and Solution Architecture, Human Resource Mobilization, Organizational Development, Good Governance, NGO Management (including Foundation Establishment), Gender Equality Training Prog. and Workshops, Municipality Implementations for Gender Equality, Project Assessment, Grant Management, European Bank for Reconstruction and Development (EBRD) Consultancy, Project Management and PCM Training Prog., Moderation in Workshops and BoD Meetings, Human Resources and Labour Law, Training Prog. on Corporate Culture Mainstreaming, Entrepreneurship Training Prog., Training Prog. for the Sustainability of University Students in Life Long Learning Centres, etc.

Date from – Date to	Location	Company & Ref. person (name & contact details)	Position	Description
23.03.2015 – 31.10.2018	İstanbul	Argüden Governance Academy (Boğaziçi University Foundation - BÜVAK)  Dr. Yılmaz ARGÜDEN (Founder)  0555 274 83 36	Coordinator	Reporting to the Board of Directors on budget performance and all of the activities of the Academy, responsible for budget performance, stakeholder engagement and donor relations, partnership and collaboration development with other national/international institutions (NGOs, public (government/municipalities) and private sector), resource mobilization, resource leveraging, administrative tasks management, strategy building and implementation, integrated reporting, organizing and managing the education programs, grant writing, human resources management and take part as a Trainer in certain education programs (Gender Equality, Good Governance, Integrated Reporting, Sustainable Cities, Sustainability of NGOs).
01.08.2014– 20.03.2015	İstanbul	Positive Law Office  Av.Mustafa ÇETİN (Vice President)  0532 462 87 07	Corporate Consultant  Trainer	Working as a Consultant for different companies/NGOs/Local Government, on the issues of mainly Labor Law and Human Resources Management, Grant Management, Project Management, Giving assistance on conflict resolution esp. on Labor Law, Initiating and coordinating corporate identity projects for companies, Designing and delivering soft skill training programs, as a Trainer in PCM Training Programs designed for Development Agencies, and as Help Desk Consultant for local grant projects.
02.01.2013 – 01.01.2015	Malatya (Post-Istanbul)	United Nations Fund For Population Activities (UNFPA)  Ege TEKİNBAŞ (National Coordinator of WFC)  0532 306 34 92	Local Coordinator  Consultant	Coordination task for the project of Women Friendly Cities (WFC-Phase 2) for Malatya, which is consist of refining the position of women and girls in terms of social/business life, employment (business creation), security, education, accommodation, health, etc. As well as creating consciousness on the listed areas of work, through the social background. Establishing “Gender Equality Departments” within the public institutions, monitoring and evaluation organizing meetings with the stakeholders (municipality, labor org., NGOs, health inst., etc.), creating a road map (Local Equality Action Plan), a local Strategic Plan, and coordinating for its implementation, reporting to the UNFPA National Head. Taking part as a trainer in Gender Equality seminars.
11.01.2011 –	Malatya	EU Business Centre (ABİGEM)	General Manager	Responsible for all the activities and transactions of the company, legally representing the company, coordinating between the Chamber of Trade and Industry of Malatya

Date from – Date to	Location	Company & Ref. person (name & contact details)	Position	Description
01.01.2013		Fatih ILICAK (Vice Chair of ABİGEM) 0532 421 03 98	(Director)	and TOBB (CFCU), working with NGOs, writing and running grant projects (IPARD, Development Agencies, TUBITAK, KOSGEB, Embassies, initiating corporate identity projects for companies, designing soft skill training programs, working as the recognized trainer of KOSGEB programs especially for women entrepreneurs, preparing their Business Plans, attended more than 20 TV programs.
01.12.2007 - 01.05.2011	İstanbul	Positive Law Office  Av.Mustafa ÇETİN (Vice President) 0532 462 87 07	Consultant	Working as a consultant for different companies on the issues of mainly Labor Law and Human Resources Management, giving support on Labor Law cases, translation of contracts, working with foreign clients, travelling with native customers abroad to assist on foreign customers and signing contracts, making research on contemporary court decisions, initiating and coordinating corporate identity projects for companies, designing and presenting soft skill training programs, participating in conferences.
12.07.2004 – 12.08.2005	İstanbul	Doğuş Holding – Automotive Group  Feyzal GÜLER (Human Res. Manager) 0532 493 04 45	Human Res. and Training Chief	Responsible for the Training Centre with 21 classrooms and 4 floors for training of 3000 employees, budgeting, organizing both national and international training programs, designing and presenting soft skill training programs, making surveys among the employees on satisfaction and coordination, preparing reports to check the effectiveness of the training programs.
01.09.1999 - 05.07.2004	İstanbul	Yapı ve Kredi Bankası A.Ş.  A.İnci ÖZDEMİR (Training Manager) 0532 335 08 30	Training Design & Dev. Specialist	Preparing manuals for the branches of the bank, designing soft skill training programs, working as a business analyst, making surveys among the employees on satisfaction and coordination, designing CBTs (computer-based training programs), always a member of project teams.
12.10.1998 - 23.10.1998	İstanbul	The World Bank (MIGA) Engin GÖKSU (IFC-Manager)	Group Assistant	Organizing presentations and meetings between the experts and the companies, giving short information on what MIGA is and what MIGA works for, arranging the daily agendas of the experts, answering the phones, checking the e-mails, preparing handouts and short documents for the experts.

Date from – Date to	Location	Company & Ref. person (name & contact details)	Position	Description
01.08.1998 - 01.09.1998	İstanbul	İstanbul Chamber of Industry (İSO)  Şule ERİÇOK Foreign Rel. Man.	Internee	Department of Foreign and Economic Relations.
01.07.1997 - 01.08.1997	İstanbul	Koç Holding Şark Sigorta T.A.Ş.	Internee	Department of Damage.
01.07.1996 - 01.08.1996	İstanbul	Yaşar Holding Yaşarbank A.Ş.	Internee	Department of Foreign Trade and Foreign Exchange.

## 5. Training Courses

Training Programs Designed & Delivered (as a Trainer)	Training Programs Attended
<p>Negotiation Culture (2019 - ...)</p> <p>Gender Equality (2013 - ....)</p> <p>NGO Governance and Management (2017 - ...)</p> <p>Partnership Architecture (2017 - ...)</p> <p>Sustainability for NGOs (2017 - ...)</p> <p>Resources Mobilization and Fund Raising for NGOs (2016 - ...)</p> <p>Integrated Reporting (2016 - ...)</p> <p>Good Governance (2016 - ...)</p> <p>PCM (2015 - ...)</p> <p>KOSGEB Entrepreneurship Training Prog. (March 2011 - ...) for 12 different NGOs.</p> <p>Contemporary Leadership Skills (2007 - ....)</p> <p>“Get Equipped for Your Professional Life” Workshops (2010 - ....)</p> <p>How to Write Effective CVs? (2006 - ....)</p> <p>How to Succeed in Interviews? (2006 - ....)</p> <p>Customer Satisfaction (2006 - ....)</p> <p>Professional Communication Skills (2006 - ....)</p> <p>Professional Writing Skills (2006 - ....)</p> <p>Presentation Techniques (2006 - ....)</p> <p>Professional Appearance (2005 - ....)</p> <p>Corporate Culture (2005 - ....)</p>	<p>Becoming a Mentor (ÇYDD – 2019)</p> <p>Contract Law (GMN - 2019)</p> <p>Local Governance for Municipalities Workshops (Argüden Academy – 2016, 2017, 2018)</p> <p>Local Government and Women (UNFPA - 2014)</p> <p>Gender Responsive City Planning (UNFPA - 2014)</p> <p>Gender Responsive Budgeting (UNFPA - 2014)</p> <p>Training of the Trainer for Gender Programs (UNFPA - 2013)</p> <p>Project Management (UNFPA - 2013)</p> <p>Training Programs on Gender Mainstreaming (UNFPA - 2013)</p> <p>Programs Customer Satisfaction Management (TSE – 2012 / 2013)</p> <p>Total Quality Management (TSE – 2012 / 2013)</p> <p>Clustering Implementations (UNIDO - 2011)</p> <p>Project Management (IPARD - 2011)</p> <p>Leadership Program (Dynargie - 2006)</p> <p>Project Management (PMI/Ahmet Taşpınar - 2004)</p> <p>Effective Public Speaking (Gökhan İçöz - 2001)</p> <p>Business Etiquette (Özlem Çakır - 2000)</p> <p>Training of the Trainer (Yapı ve Kredi Bankası A.Ş. - 1999)</p> <p>Management Trainee Core Banking Program (Yapı ve Kredi Bankası A.Ş. - 1999)</p>

6. Language skills: Indicates competence on a scale of 1 to 5 (1 - excellent; 5 - basic)

Language	Reading	Speaking	Writing
English	1	1	1
Turkish	1	1	1
German	3	3	3

7. Membership of civil society:

- ✓ Member at UNGC WEPs Working Group of TÜSİAD
- ✓ Associate & Founding Member at Negotiators Society
- ✓ Gender Programme Leader at MBB Turkey Chapter (Mediators Beyond Borders International)
- ✓ Board Member at BPW Istanbul (Business and Professional Women International)
- ✓ Member of Board of Trustees at Cevdet İnci Educational Foundation (İnci Vakfı)
- ✓ Advisory Board Member at Turkey Europe Foundation
- ✓ A listed Consultant at EBRD (European Bank for Reconstruction and Development)
- ✓ Member and Gender Equality Trainer at KADER (Assoc. for Supporting Women Candidates)
- ✓ Volunteer Mentor at ÇYDD (Association for Supporting Contemporary Life)
- ✓ Member at UNICEF

8. References:

Ms. Prof. İrem NUHOĞLU (Vice Dean at Boğaziçi University) 0090532 281 98 82
Mr. Dr. Yılmaz ARGÜDEN (Founder of Argüden Governance Academy) 0090555 274 83 36
Ms. Ege TEKİNBAŞ (Former UNFPA National Coordinator) 0090532 306 34 92
Ms. Serpil ÇETİNÇİFT (National Program Manager at EBRD) 0090312 205 59 60
Ms. Bilge ÇETİN (Head of Training Department at Eczacıbaşı Holding) 0090532 717 61 27
Mr. Av. Mustafa ÇETİN (Vice President at Positive Law Office) 0090532 462 87 07
Mr. Hasan Hüseyin ERKOÇ (Former Chair at Malatya Chamber of Trade and Industry) 0090422 323 74 78
Mr. Feyzal GÜLER (Former HR Manager at Doğu Holding) 0090532 493 04 45