

## Curriculum Vitae

### PERSONAL INFORMATION

	<b>Linda Gailīte</b>		
Address.	Riepnieku iela 2, Rīga, LV-1050		
Phones	+371 29532054	+371 67234308	
E-maile	<a href="mailto:linda.gailite@vdzti.gov.lv">linda.gailite@vdzti.gov.lv</a>		
JOB APPLIED FOR POSITION			
WORK EXPERIENCE			
	<b>From 01.07.2020. – now</b>		
	<b>Deputy Director, Head of Development Department</b>		
	The State Railway Technical Inspectorate		
	<ul style="list-style-type: none"><li>• Certification procedures</li><li>• System Analysis</li><li>• Statistics (railway accidents, KPI's, tendencies)</li><li>• Internal Procedures</li><li>• Human Resources</li><li>• Document Management</li><li>• EU issues in railway fields</li><li>• Service Management</li><li>• IT policy</li><li>• Risk management</li><li>• Communication policy</li></ul>		
Business or sector	Governmental authority		
	<b>From 18.10.2017. - now</b>		
	European Railway Agency Management Board Member Alternate		
	<b>From 25.05.2021.- now</b>		
	European Railway Agency Executive Board Member		
	<b>From 01.01.2002. – 30.06.2020.</b>		
	<b>Head of Development Department</b>		
	The State Railway Technical Inspectorate		
	<ul style="list-style-type: none"><li>• System Analysis;</li><li>• Statistics (railway accidents, KPI's, tendencies)</li><li>• Internal Procedures</li><li>• Human Resources</li><li>• Document Management</li><li>• EU issues in railway fields</li></ul>		
Business or sector	Governmental authority		
	<b>From 01.07.2014. – 30.06.2015.</b>		
	<b>Expert during the Presidency of Latvia</b>		
	Ministry of Transport		

	<ul style="list-style-type: none"> <li>• Fourth Railway package, Technical Pillar (Railway Safety Directive, Interoperability Directive, Agency Regulation)</li> <li>• Expertise of proposals</li> <li>• Council meetings</li> <li>• Discussions with EP</li> </ul>																
Business or sector	Governmental authority, EU Council																
	<b>From 01.07.1999. – 31.12.2001.</b>																
	<b>Senior Expert</b>																
	The State Railway Technical Inspectorate																
	<ul style="list-style-type: none"> <li>• Statistics (railway accidents, KPI's, tendencies)</li> <li>• Human Resources</li> <li>• Document Management</li> </ul>																
Business or sector	Government																
EDUCATION																	
	1990.-1995.																
	Bachelor of Agriculture Management, Master of Agriculture Management																
	Latvian Agriculture University																
TRAINING																	
	<b>2023</b>																
	Railway safety (European Union Agency for Railways), Auditing (SIA "RP Alianse"), Communication (State Administration School of Latvia), Stress management (State Administration School of Latvia), Planning of time (State Administration School of Latvia), System user's trainings (SIA "Visma enterprise")																
	<b>2022</b>																
	Leadership (State Administration School of Latvia), Quality management (SIA "Leilands un Putnis"), Coaching (State Administration School of Latvia), Internal trainings (State Railway Technical Inspectorate), LEAN procedures (State Administration School of Latvia), System analysis (Riga Coding School), Auditing (SIA "RP Alianse"), SQL programming (Riga Coding School), French language (B1) (State Administration School of Latvia)																
	<b>2021</b>																
	Human Resources, Risk management, French language (B1), Service management (SIA "Komerzizglītības centrs")																
	<b>2020</b>																
	Digitalisation in Document Archiving (University of Latvia), Home pages- user experience (State Administration School of Latvia)																
	<b>2019</b>																
	Stress management (workshop)																
	<b>2018</b>																
	Data Analysis (State Administration School of Latvia), Statistical Methods (University of Latvia)																
LANGUAGES																	
MOTHER TONGUE	Latvian																
OTHER LANGUAGES	<table border="1"> <thead> <tr> <th></th> <th>UNDERSTANDING</th> <th>SPEAKING</th> <th>WRITING</th> </tr> </thead> <tbody> <tr> <td>English</td> <td>C1.2.</td> <td>C2.1.</td> <td>C1.2.</td> </tr> <tr> <td>French</td> <td>B1.2.</td> <td>B1.1.</td> <td>B1.2.</td> </tr> <tr> <td>Russian</td> <td>C2</td> <td>C2</td> <td>B2</td> </tr> </tbody> </table>		UNDERSTANDING	SPEAKING	WRITING	English	C1.2.	C2.1.	C1.2.	French	B1.2.	B1.1.	B1.2.	Russian	C2	C2	B2
	UNDERSTANDING	SPEAKING	WRITING														
English	C1.2.	C2.1.	C1.2.														
French	B1.2.	B1.1.	B1.2.														
Russian	C2	C2	B2														

COMPUTER SKILLS	MS Office, especially proficient user at MS Excel programming and systematization Infographics Business Process Model and Notation
OTHER SKILLS	Work planning, analytical thinking, team assessment Quality control processes
PERSONAL QUALITIES	Patient, targeted
COMPETENCES	EU legislation, procedures Analytical thinking Advanced at system analysis Good communication skills