

## Europass curriculum vitae



### Personal information

Surname(s) / First name(s)

**WOLDHUIS, Roeland Richard**

Address(es)

European Police College (CEPOL)  
Office address: 1066 Budapest, Ó utca 27, Hungary  
Correspondence address: 1903 Budapest, Pf.314, Hungary  
[www.cepol.europa.eu](http://www.cepol.europa.eu)

Telephone(s)

+36 (06)1803 8080

E-mail(s)

[roeland.woldhuis@cepol.europa.eu](mailto:roeland.woldhuis@cepol.europa.eu)

Nationality(-ies)

Dutch

Date of birth

05 January 1964

Gender

Male

### Work experience

Dates

December 2012 – on going

Occupation of position held

**Head of Finance Unit (until 15 August 2013)**

**Head of Corporate Services (from 16 August 2013)**

Main activities and responsibilities

- Management of the preparation of strategic documents such as Multi-Annual Staff Policy Plan, Budget, Training plan, ICT policy, Procurement Plan etc.
- Management of the units and sectors (Finance, ICT, HR, Procurement) of the Department
- Providing advice on financial and procurement matters to all CEPOL staff
- Deputising for the Deputy Director/Director of CEPOL
- Manage/Implement CEPOL's strategy on HR, ICT, Procurement and Budgetary objectives.
- Preparation of the department's Programme of Work and monitoring its implementation
- Recruitment, supervision, appraisal of the human resources in the Finance unit
- Ensure the provision of training and support to CEPOL staff
- Maintain effective relations with the European Court of Auditors, the Commission, the Internal Audit Service and the European Parliament in relation to budget and financial activities

Name and address of employer

The European Police College (CEPOL)  
Office address: 1066 Budapest, Ó utca 27, Hungary  
Correspondence address: 1903 Budapest, Pf.314, Hungary  
[www.cepol.europa.eu](http://www.cepol.europa.eu)

Type of business or sector

CEPOL's mission is to bring together senior police officers from police forces in Europe - essentially to support the development of a network - and encourage cross-border cooperation in the fight against crime, public security and law and order by organising training activities and research findings.

Dates

September 2006 – August 2012

Occupation of position held

**Head of Finance & Procurement Unit**

Main activities and responsibilities	<p>As head of unit:</p> <ul style="list-style-type: none"> <li>• Management of the 3 sectors in the Unit: Finance (9 staff members), Procurement (6 staff members) and Accounting Officer (2 staff members)</li> <li>• Providing advice on financial and procurement matters to all Frontex staff</li> <li>• Recruitment, supervision, appraisal of the human resources in the Finance &amp; Procurement unit</li> <li>• Elaborating the programme of work of the unit</li> <li>• Reporting to Director of Administration Division (Administrative Services, Finance &amp; Procurement, Legal Services) and indirectly to Deputy Executive Director and Executive Director</li> </ul> <p>In my role as budget officer for Frontex:</p> <ul style="list-style-type: none"> <li>• Preparation of the Frontex annual budget including staff planning (final budget 2011 is € 118M; budget in 2008 was € 88M)</li> <li>• Monitoring of the budget execution and informing the authorising officers by (sub) delegation about the implementation of the budget</li> <li>• Providing support and training (of a general financial character, such as the expenditure lifecycle) to Frontex staff</li> <li>• Amending financial circuits and managing decisions on (sub)delegation of authority</li> <li>• Preparation of amendments to the Financial Regulation and the Implementing Rules on the Financial Regulation, verification on financial impact of all decisions by the (Deputy) Executive Director, preparation and introduction of administrative notices giving further guidance on the financial framework of the Agency</li> <li>• Financial Verification of all types of financial operations (commitments, payment, recovery orders to assure regularity and legality</li> <li>• Maintain effective relations with the European Court of Auditors, the Commission, the Internal Audit Service and the European Parliament in relation to budget and financial activities</li> </ul>
Name and address of employer	The European Agency for the Management of Operational Cooperation at the External Borders of the Member States of the European Union (Frontex) Rondo ONZ 1; PL – 00-124 Warsaw; Poland
Type of business or sector	A specialised and independent EU body tasked to coordinate the operational cooperation between Member States in the field of border security. The activities of Frontex are intelligence driven. Frontex complements and provides particular added value to the national border management systems of the Member States.
<b>Dates</b>	<b>August 2005 – August 2006</b>
Occupation of position held	<b>Finance Officer</b>
Main activities and responsibilities	<ul style="list-style-type: none"> <li>• Assisting in drafting the annual budget (€ 18M) of the Agency</li> <li>• Financial Verification of transactions (commitments, payments)</li> <li>• Assisting in preparation of documents for the visits of the Court of Auditors</li> <li>• Reporting on budget implementation</li> <li>• Deputising for the Accounting Officer</li> <li>• Reporting to the head of unit (who reports to the head of administrative services under the Director of the Agency)</li> </ul>
Name and address of employer	European Training Foundation Villa Gualino; Viale Settimio Severo 65 I – 10132 Torino Italy
Type of business or sector	EU agency to help partner countries (Mediterranean region, South East Europe, Eastern Europe and Central Asian countries) with vocational education and training.
<b>Dates</b>	<b>February 2005 – July 2005</b>
Occupation or position held	<b>Credit monitor/Financial Advisor</b>
Main activities and responsibilities	Monitoring subsidies to youth and welfare organisations in The Hague (appr. € 40M per year); Financial administration
Name and address of employer	Vedior/Municipality The Hague Spui 70

Type of business or sector	NL-2311 BT The Hague The Netherlands Local government/Finance
<b>Dates</b>	<b>July 2002 – December 2004</b>
Occupation or position held	<b>Chief Finance</b>
Main activities and responsibilities	<ul style="list-style-type: none"> <li>• Setting up the financial administration of the Mission;</li> <li>• Designing the internal financial rules of the Mission and ensuring compliance with EC and accounting standards;</li> <li>• Drafting financial reports e.g. budget and (interim) implementation reports.</li> <li>• Recruitment, supervision, appraisal of the human resources in the unit</li> <li>• Verification/Approval of payments</li> <li>• Drafting financial reports e.g. budget and (interim) implementation reports.</li> <li>• Management of the unit (3 international staff, 3 local staff)</li> <li>• Reporting to head of administration, who reported to the Deputy Head of Mission and/or Head of Mission</li> </ul>
Name and address of employer	European Union Police Mission in Bosnia & Herzegovina PO Box 90; Aleja Bosne Srebrene bb; 71000 Sarajevo; Bosnia & Herzegovina
Type of business or sector	EU Police Mission aims to establish a sustainable, professional and multi-ethnic police service operating in accordance with best European and international standards
<b>Dates</b>	<b>December 1999 – June 2002</b>
Occupation or position held	<b>First Officer with the Finance Unit</b>
Main activities and responsibilities	<ul style="list-style-type: none"> <li>• Assisting in preparing the annual budgets, including activity based budgeting</li> <li>• Preparing financial reports</li> <li>• Assistant to the Secretary of the Europol Pension Fund</li> <li>• Preparing minutes of Europol Pension Fund Management Board meetings</li> <li>• Calculation of Europol and Europol staff contributions to the Fund</li> <li>• Calculation and presentation of individual entitlements at year end and at the end of contract;</li> <li>• Reporting to the head of Finance Unit; no formal managerial role</li> </ul>
Name and address of employer	Europol PO Box 90850; NL-2509 LW The Hague; the Netherlands
Type of business or sector	European Law Enforcement Agency
<b>Dates</b>	<b>February 1990 – November 1999</b>
Occupation or position held	<b>Assistant Financial Controller</b>
Main activities and responsibilities	Budgeting; Policy development; Reporting
Name and address of employer	Gemeente-/Regiopolitie Groningen PO Box 588; NL-9700 AN Groningen; the Netherlands
Type of business or sector	Law Enforcement
<b>Education and training</b>	
<b>Dates</b>	<b>September 1992 – June 1993</b>
Title of qualification awarded	Post HBO Bedrijfskunde & Management (post graduate Business Science & Management) Diploma received
Principal subjects/Occupational skills	Management & Personnel, Integrated Quality management, Information Management

covered

Name and type of organisation providing organisation and training: Hanzehogeschool Groningen

Level in national or international classification: Post higher (tertiary) education

Dates: September 1989 – June 1991

Title of qualification awarded: Baccalaureus (bc) - Bachelor

Principal subjects/Occupational skills covered: Business economics, business organisation, management information systems, systems analysis/system design, business administration

Name and type of organisation providing organisation and training: Hanzehogeschool Groningen; Hoger Economisch & Administratief Onderwijs (Higher Economic & Administrative Education)

Dates: September 1976 – June 1983

Title of qualification awarded: diploma

Principal subjects/Occupational skills covered: Dutch-, English literature, mathematics, physics, chemistry, history, economics

Name and type of organisation providing organisation and training: RSG "Ooststellingwerf" Secondary school

Level in national or international classification: VWO (pre university schooling)

**Personal skills and competences**

Mother tongue(s)

**Dutch**

Other language(s)

*Self-assessment*

*European level (\*)*

**English**  
**German**  
**French**  
**Spanish**  
**Italian**

Understanding		Speaking		Writing
Listening	Reading	Spoken interaction	Spoken production	
C2	C2	C2	C2	C2
C1	B2	B2	B2	A2
B1	B1	A2	A1	A1
B1	B1	A2	A1	A1
B1	B1	A2	A1	A1

*(\*) Common European Framework of Reference (CEF) level*

Social skills and competences

- team spirit;
  - good ability to adapt to multicultural environments, gained through a course in multicultural management and my work experience abroad.
- leadership (at present head of a unit with 3 sectors and in total 17 employees; as chief finance with EUPM I managed a unit of 5; 3 local (Bosnian) finance assistants and 2 international finance experts);
- sense of organisation (I have been involved in a number of reorganisations and was responsible for setting up the Finance Unit of EUPM);
- good experience in project and team management.

Organisational skills and competences

Computer skills and competences

Excellent knowledge of MS-Office Products (Word, Excel, PowerPoint, Outlook)  
Good working knowledge of ABAC, Navision, ProAcc, Oracle (financial software), Lotus Notes and Business Objects

Other skills and competences

I have delivered the Expenditure Lifecycle Training (ELC) in Frontex on a number of occasions and have been invited to another Agency (EIGE) to deliver the ELC there as well.

Hobbies:

Driving licence(s)

- Sports (tennis, squash, hiking)
- Reading
- Travelling

Category B(e)