

Ahmet Ömer Altan

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Dual Citizenship: Turkey and United States

SUMMARY

More than 14 years of experience in international representation and communications, project development, contract management, international business development and successful administration of infrastructure development and European Union projects, including procurement, contractual issues, financial reporting, auditing and management of relations with funding institutions. Highly developed ability to comprehend complex technical and procedural issues and communicate them to audiences at all levels. Native capabilities in English and Turkish with superior writing, translation and presentation skills.

EXPERIENCE

TURKISH AEROSPACE (TUSAŞ) | Ankara, Turkey **2019 - Present**

Senior Financial Specialist, Affiliates and Strategy

- Management and interdepartmental coordination of financial and administrative issues pertaining to international subsidiaries, partnerships and representative offices of TUSAS including payments, management of contracts with vendors and service suppliers, compliance with local business and tax regulations, and employment of personnel
- Monitoring financial performance and business development activities of affiliated companies
- Research and presentation of administrative and legal issues in relation to operation of business entities in foreign jurisdictions

TÜBİTAK NATIONAL METROLOGY INSTITUTE (TÜBİTAK UME) | Gebze, Turkey **2005 - 2019**

Head of Department, International Relations (2014 - Present)

- Managed relationships with regional and global metrology organizations, national metrology institutes, international customers and R&D research funding institutions
- Served as appointed representative and financial contact for EU funded research projects including: preparing financial statements of expenditures, management of financial and administrative issues. Successfully managed external audit process of funded EU projects in 2019
- Wrote briefs, reports and official letters on international metrology issues to inform relevant government agencies and solicit official support
- Coordinated and oversaw delivery of international services including calibration, training, consulting, and device production to more than 30 countries
- Acted as chairperson of EURAMET Working Group for Capacity Building; Lead experts to initiate, manage, and monitor activities to develop the human resources and technical infrastructure of lesser developed metrology institutions in Europe
- Authored printed materials on TUBITAK UME's role in the quality infrastructure of Turkey and its international activities
- Managed a staff of 3, providing mentoring and guidance

Lead Specialist, Strategic Planning and Business Development (2012 - 2014)

- Trained technical staff of the national metrology institutes of Bosnia-Herzegovina, Albania, Serbia, Montenegro, Macedonia, and Kosovo on requirements and implementation of CIPM Mutual Recognition Arrangement on international recognition of calibration certificates and measurement standards.

Executive Secretary, Joint Committee of Regional Metrology Organizations/BIPM - Paris, France (2010 - 2012)

- Selected for a 2-year assignment at the International Bureau of Weights and Measures to serve as the executive secretary for the committee that administers the CIPM Mutual Recognition Arrangement through which worldwide equivalency of national measurement standards and international recognition of national measurement and calibration capabilities are assured
- Provided training and guidance related to technical and administrative processes required by the CIPM Mutual Recognition Arrangement
- Maintained database of calibration and measurement capabilities submitted for peer review, facilitated the review process and provided guidance to reviewers.

Specialist, International Relations (2005 - 2010)

- Selected as institute representative for various international organizations and events concentrating on development of national measurement infrastructures and organization of training activities
- Translated from English to Turkish EURAMET's "Metrology in Short" and BIPM's "International Vocabulary of Metrology - Basic and general concepts and associated terms"
- Provided consulting services to the Bureau of Metrology for the Republic of Macedonia in preparation for procurement of equipment within a World Bank development project
- Assisted in developing and contributing to the preparation of a 5-year strategic plan
- Edited scientific journal articles and conference papers prior to submission for publication

Project Coordinator, International Relations and World Bank Industrial Technology Project (2005 - 2007)

- Led administrative coordination in implementing World Bank project with \$44M USD budget including: administration of tenders, preparation and execution equipment supplier's contracts, writing implementation reports, and communicating with bank officials and government authorities

NUROL INVESTMENT BANK | Istanbul, Turkey

2003 - 2005

Specialist, International Banking

AMERICAN EXPRESS FINANCIAL ADVISORS | Minneapolis, USA

1999 - 2003

Portfolio Management Associate for Wealth Management Service (Series 7 License)

EDUCATION

UNIVERSITY OF MINNESOTA | Minneapolis, MN

1998

Bachelor of Arts, Geography

WORKSHOP | CERTIFICATIONS

WORKSHOP: "Turkey in Horizon 2020" - Information Multiplier Workshops 2016 - 2017

CERTIFICATIONS: Foreign Trade Foundation (DTV) - *Foreign Trade Certificate Program* 2013; Ankara University Center for European Communities Research and Applications - *Fundamentals of European Union Certificate Programme* 2008, TÜBİTAK Institute of Management Sciences Institute - *Strategic Planning Training and Workshop* 2007

INTERNSHIP: Helsinki Citizens Assembly, Istanbul, as University of Minnesota Law School Human Rights Internship Grantee, 1997

LANGUAGES | INTEREST

LANGUAGES: *English - Native and Fluent* in reading, writing, and speaking; *Turkish - Native and Fluent* in reading, writing, and speaking; *French - Basic*

INTERESTS: Photography, Toastmasters International

REFERENCES

- Dr. Şakir Baytarođlu, Former Assistant Director of TUBITAK UME, Faculty Member at Bilkent University
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