



## Europass Curriculum Vitae

### Personal information

First name(s) / Surname(s) **Līga Vijupe**

Address

Telephone(s)

Mobile

Fax(es)

E-mail(s)

Nationality

Date of birth

Gender

Female

### Work experience

Dates

10/2006 onwards

Occupation or position held

Head of the Asylum Affairs Division

Main activities and responsibilities

1st instance decision taking; Elaboration of national legislation in asylum field; Work with reception issues; Participation in EU working groups dealing with asylum issues

Name and address of employer

Office of Citizenship and Migration Affairs, Ministry of Interior  
Čiekurkalna 1st line 1, 3rd building, LV - 1026 Riga (Latvia)

Type of business or sector

Government

Dates

2003 - 10/2006

Occupation or position held

Deputy Head of the Refugee Affairs Department

Main activities and responsibilities

Examination of asylum cases; 1st instance decision making; Elaboration of national legislation in asylum field; Work with reception issues; Participation in EU working groups dealing with asylum issues

Name and address of employer

Office of Citizenship and Migration Affairs, Ministry of Interior  
Raiņa Blvd. 5, LV - 1010 Riga (Latvia)

Type of business or sector

Government

Dates

1999 - 2003

Occupation or position held

Senior Desk Officer of Refugee Affairs Department

Main activities and responsibilities

1st instance decision making, Participation in development of national asylum system

Name and address of employer

Office of Citizenship and Migration Affairs, Ministry of Interior  
Raiņa Blvd. 5, LV - 1010 Riga (Latvia)

Type of business or sector

Government

### Education and training

Dates

2004 - 2006

Title of qualification awarded

Master Degree in Law

Principal subjects / occupational skills covered

International Law  
Thesis title: Granting of asylum in the European Union, legal adjustment

Name and type of organisation providing education and training

Latvian University (Institute of International Relation)  
Raiņa Blvd.19, LV - 1586 Riga (Latvia)

Dates 1995 - 2001

Title of qualification awarded Bachelor of Law, Lawyer's qualification

Principal subjects / occupational skills covered Administrative Law

Name and type of organisation providing education and training Police Academy of the Republic of Latvia  
Ezermalas 8, LV - 1014 Riga (Latvia)

### Personal skills and competences

Mother tongue(s) **Latvian**

Other language(s)

Self-assessment  
*European level (\*)*

**Russian**  
**English**

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user

(\*) [Common European Framework of Reference \(CEF\) level](#)

Social skills and competences Conducted around 50 seminars on asylum issues for Latvia national experts; Motivating a team on general goal; Keeping people together and concentrated on the main goals in difficult situation, like to work in team

Organisational skills and competences Participated in creation and development of asylum system in Latvia; Experienced in harmonization of national asylum legislation with EU asylum acquis during accession process to EU and afterwards; experience in cooperation with UNHCR, Latvian Red Cross, as well as migration services of Sweden, Finland, Austria and Denmark

Computer skills and competences Competent with most of Microsoft Office programmes

Other skills and competences Personal interests - reading, travelling, sports  
Driving licence (B category) acquired at 20 October 2000.

### Additional information

Alternate of the European Asylum Support Office Management Board (2012 – onwards)  
Member of the European Asylum Support Office Management Board (2010 – 2012)  
Member of Steering Committee of European Refugee Fund in the Republic of Latvia;  
Participated in PHARE 2002 National Programme Twinning Light project "Rights and Obligations of Asylum seekers and Refugees" (2004), PHARE 2001 National Programme Project Asylum and Migration Management System (2001 – 2004), the 5th Thematic Course on Refugee Law and Human Rights, Sanremo, 2009, International Institute of Humanitarian Law, European Refugee Fund national projects and in project "Strengthen Kosovo Institutions in Effective Management of Migration" 2016-2017. .