

Curriculum vitae

Urmet Lee

Education

- September 2011-
August 2013 Hertie School of Governance, Berlin: Executive Master of Public Administration.
Thesis topic: "Outlook for EU Supreme Audit Institutions: Performance Management; Effectiveness for Accountability Enforcement in Fiscal Governance"
- January 2000 –
May 2000 University of Helsinki: Visiting student at the Department of Political Science
- 1993-1997 University of Tartu. Faculty of Social Sciences, Department of Public Administration; *baccalaureus artium* on public administration, subfield political science; including studies at the University of Aarhus (1 semester)
- 1990-1993 Tartu Secondary School No 5. Graduated with silver medal

Work experience

Current position

08/2014 - present National Audit Office of Estonia (NAOE).

Advisor to Auditor General.
Main duties: strategic advising about institutional matters as well as about audit related topics, preparing NAOE annual audit plan; preparation of NAOE annual report to the parliament; international relations.

01/2015 - present Member of Estonian Statistical Council.
Main duty is to advise a producer of official statistics (e.g. National Statistics Office and Bank of Estonia) on the compilation of the official statistical programme.

09/2006 - present National Audit Office of Estonia, Audit Manager, Performance Audit Department.
Main duties: Plan and conduct performance audits on the fields of public finance and economic policy. Manage relations with Members of the Parliament (Riigikogu) as well as with the auditees and general public. Plan the professional development of auditors of my audit team. Contribute to the methodology development in the NAOE and provide internal trainings.

Selection of audits managed by me

- 2014 "Impact of innovation support measures on competitiveness of companies";
- 2011 "Organisation of the assessment of the impact of legal acts";
- 2010 "Impact of state's enterprise support on the competitiveness of the Estonian economy";
- 2009 "Activities of the Tax and Customs Board in processing and collecting tax arrears";
- 2008 "Activities of the Ministry of Finance in developing budgeting principles";
- 2007 "Relevance of Official Statistics and Efficiency of Data Collection"

Retrospective

1. Academic

12/1999 Estonian Public Administration Institute, course: "Ethics of Civil Service", lecturer

1998 University of Tartu, Faculty of Social Sciences, Department of Public Administration; Assisting following courses "Public Administration" and "Ethics"

2. Non-governmental sector

September 2004

- June 2006

Praxis Centre for Policy Studies: Executive Director.

Main duties: I was responsible for running the largest and oldest independent think-tank in Estonia. It involved strategic planning of organisation development; plan the fund-raising, managing the relations with funders, academia, politicians and government officials. Putting together the annual research plan, set-up the quality control systems for policy analyses and studies. Manage human resources and accounting.

3. Civil Service

July 2003 –

September 2004

Ministry of Social Affairs: Development Advisor (operational planning, operational ICT development, general PA matters). Main duties: My responsibility was to design and implement new work planning system for the ministry. Also commission an IT system to support that planning procedures. I advised the minister and administrative head of the ministry in work planning and efficiency improvement, liaised with financial department on the matters of budget planning.

June 2000 –
March 2003 Citizenship and Migration Board: Deputy General Director (citizenship matters and ID-card policy).
Main duties: Main task was to manage the issuance of Estonian passports, organise international procurements of security documents, manage international relations and prepare the agency for issuing the new electronic identity cards EST-ID {major IT development project which created an infrastructure used for nationwide e-services like digital signature and e-elections). I also was responsible for managing the network of local offices (17 with 180 civil servants) of the Board.

February 1999 –
June 1999 State Chancellery, Bureau of Public Administration: Adviser.

February 1998 –
April 1998 State Chancellery: Assistant of the Secretary of State.

July 1996 –
August 1996 Vastse-Kuuste municipal government, Põlvamaa: Assistant to Economic Adviser

Private sector

November 2011 –
August 2013 AS AlarmNet, Tartu: Member of the Management Board (in charge of export activities)

1997 – 2000 AS AlarmNet, Tartu: Quality Manager (creation and implementation of one of the first ISO 9001 quality management systems in Estonia)

July 1999 –
March 2000 OÜ Christiansen Consulting: Management Consultant (in the field of management and quality systems)

Languages

- Estonian - native
- English - fluent
- Russian - satisfactory
- French - beginner, level A.1.1

Interests

Photography, astronomy, policy analyses

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