

**STAT DE FUNCȚII
AL DIRECȚIEI GENERALE DE EVIDENȚĂ A PERSOANELOR A MUNICIPIULUI BUCUREȘTI**

Nr. crt.	Compartiment Funcția	Nivel studii	Grad/treaptă profesional(ă)	Număr posturi	Anexa nr. VIII la Legea-Cadru nr. 153/2017
1	2	3	4	5	6

CONDUCERE1

1	Director executiv	S	II	1	Cap. I, Subcap. 1, Sect. III, lit. a)
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DIRECȚIA DE EVIDENȚĂ A PERSOANELOR30

2	Director ex. adjunct	S	II	<u>1</u>	Cap. I, Subcap. 1, Sect. III, lit. a)
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Serviciul Analiză, Îndrumare și Control13

3	Șef serviciu	S	II	1	Cap. I, Subcap. 1, Sect. III, lit. a)
4	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
5	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
6	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
7	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
8	Inspector	S	asistent	1	Cap. I, Subcap. 1, Sect. III, lit. b)
9	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
10	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
11	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
12	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
13	Inspector	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
14	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
15	Consilier juridic	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)

Serviciul Actualizare - Valorificare Bază Date**16**

16	Şef serviciu	S	II	1	Cap. I, Subcap. 1, Sect. III, lit. a)
17	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
18	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
19	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
20	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
21	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
22	Referent de specialitate	SSD	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
23	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
24	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
25	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
26	Inspector	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
27	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
28	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
29	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
30	Referent	M	debutant	1	Cap. I, Subcap. 1, Sect. III, lit. b)
31	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)

DIRECȚIA DE STARE CIVILĂ**46**

32	Director ex. adjunct	S	II	1	Cap. I, Subcap. 1, Sect. III, lit. a)
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Serviciul Îndrumare și Control Stare Civilă**12**

33	Şef serviciu	S	II	1	Cap. I, Subcap. 1, Sect. III, lit. a)
34	Consilier juridic	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
35	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
36	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
37	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
38	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
39	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
40	Inspector	S	asistent	1	Cap. I, Subcap. 1, Sect. III, lit. b)
41	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
42	Referent	M	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
43	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)

44	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
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Serviciul Mențiuni de Stare Civilă

17

45	Șef serviciu	S	II	1	Cap. I, Subcap. 1, Sect. III, lit. a)
46	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
47	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
48	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
49	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
50	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
51	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
52	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
53	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
54	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
55	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
56	Referent	M	debutant	1	Cap. I, Subcap. 1, Sect. III, lit. b)
57	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
58	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
59	Referent	M	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
60	Referent	M	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
61	Referent	M	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)

Serviciul Schimbări de Nume, Transcrieri, Reconstituiri, Dispense **16**

62	Șef serviciu	S	II	1	Cap. I, Subcap. 1, Sect. III, lit. a)
63	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
64	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
65	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
66	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
67	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
68	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
69	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
70	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
71	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
72	Inspector	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
73	Inspector	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
74	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)

75	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
76	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
77	Consilier juridic	S	debutant	1	Cap. I, Subcap. 1, Sect. III, lit. b)

SERVICIUL RESURSE UMANE ȘI RELAȚII PUBLICE

28

78	Șef Serviciu	S	II	1	Cap. I, Subcap. 1, Sect. III, lit. a)
79	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
80	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
81	Inspector	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
82	Inspector	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
83	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
84	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
85	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
86	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
87	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
88	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
89	Inspector	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
90	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
91	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
92	Inspector	S	asistent	1	Cap. I, Subcap. 1, Sect. III, lit. b)
93	Referent	M	debutant	1	Cap. I, Subcap. 1, Sect. III, lit. b)

Compartimentul Informatică

3

94	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
95	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
96	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)

Compartimentul Administrativ

9

97	Inspector de specialitate	S	IA	1	Cap. II, Subcap. 1, Sect. IV, lit. b)
98	Inspector de specialitate	S	II	1	Cap. II, Subcap. 1, Sect. IV, lit. b)
99	Inspector de specialitate	S	I	1	Cap. II, Subcap. 1, Sect. IV, lit. b)
100	Referent	M	IA	1	Cap. II, Subcap. 1, Sect. IV, lit. b)
101	Inspector de specialitate	S	I	1	Cap. II, Subcap. 1, Sect. IV, lit. b)

102	Arhivar	M	I	1	Cap. II, Subcap. 1, Sect. IV, lit. b)
103	Casier	M;G		1	Cap. II, Subcap. 1, Sect. IV, lit. b)
104	Șofer	M;G	I	1	Cap. II, Subcap. 1, Sect. IV, lit. b)
105	Muncitor calificat	M;G	I	1	Cap. II, Subcap. 1, Sect. IV, lit. b)

COMPARTIMENTUL JURIDIC

4

106	Consilier juridic	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
107	Consilier juridic	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
108	Consilier juridic	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
109	Consilier juridic	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)

COMPARTIMENTUL INVESTIȚII, ACHIZIȚII

3

110	Consilier achiziții publice	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
111	Consilier achiziții publice	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
112	Consilier achiziții publice	S	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)

COMPARTIMENTUL AUDIT

3

113	Auditor	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
114	Auditor	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
115	Auditor	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)

SERVICIUL FINANCIAR-CONTABILITATE

13

116	Șef Serviciu	S	II	1	Cap. I, Subcap. 1, Sect. III, lit. a)
117	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
118	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
119	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)

120	Referent	M	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
121	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
122	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
123	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
124	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
125	Referent	M	principal	1	Cap. I, Subcap. 1, Sect. III, lit. b)
126	Referent	M	asistent	1	Cap. I, Subcap. 1, Sect. III, lit. b)

Compartimentul CFP

2

127	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)
128	Inspector	S	superior	1	Cap. I, Subcap. 1, Sect. III, lit. b)

NOTĂ

Nivelul salariilor de bază corespunzător funcțiilor, gradelor și treptelor profesionale prevăzute în prezentul stat de funcții, precum și a celorlalte drepturi salariale aferente se vor încadra în sumele alocate prin bugetul instituției la Titlul I "Cheltuieli de personal", subdiviziunea " Cheltuieli cu salariile".

Posturile prevăzute în statul de funcții pot fi încadrate cu fracțiuni de normă, în funcție de necesitățile instituției, conform legislației în vigoare.

Denumirea funcțiilor de muncitori calificați este cea care corespunde muncii efectiv prestate (ex. lăcătuș mecanic, electrician etc.) și se stabilește de către instituție.

Transformările de posturi și permutările de posturi între compartimente se vor face cu aprobarea ordonatorului principal de credite.

În situația în care organigrama și numărul total de posturi nu se modifică, statul de funcții se aprobă anual prin Dispoziție a Primarului General.

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