

FERRAN SALGADO SERRANO

People and Culture Specialist · Learning and Development Specialist · Writer and Content Writer

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25+ years
Education, continuing
education and HR

4 books
Historical and contemporary
fiction, and short stories

Cross-functional profile
People, culture, writing and
editorial management

PROFESSIONAL PROFILE

Professional with more than 25 years of experience in education, continuing education, academic coordination and human resources. Solid expertise in structuring and monitoring processes, learning planning, regulatory and document management, recruitment and onboarding, team support, and the preparation of reports and annual reviews. Combines technical rigour, organisational ability, analytical thinking, and clear, thoughtful communication.

Alongside his professional career, he has developed a sustained body of work as a writer and content writer, with four published books and contributions to magazines specialising in medieval history. This dual technical and creative profile provides a distinctive ability to organise complex information, create content, communicate knowledge, build coherent narratives, and adapt messages to different audiences and contexts.

AREAS OF EXPERTISE

People and Culture
Learning and development; recruitment and onboarding; support; volunteering and internships.

Learning management
Design, planning, monitoring, online platforms, and end-to-end FUNDAE management.

Academic coordination
Calendars, programmes, regulatory documentation, and support for teaching staff and students.

Documents and reports
Annual reviews, reports, audits, document control, and data administration.

Writing and editing
Fiction, article writing, editing, textual structure, and publishing projects.

Communication
Synthesis, clarity, critical thinking, narrative sensitivity, and a people-centred approach.

PROFESSIONAL EXPERIENCE

Fundación Educación y Cooperación (EDUCO) — People and Culture Specialist (HR)

June 2017 – Present · Barcelona

- End-to-end management of learning programmes, volunteering and professional internships.
- Creation and administration of online training courses.
- Full management of FUNDAE: documentation, records, platform administration, liaison with the company, and process monitoring.
- Verification, preparation and updating of reports, annual reviews and monitoring documentation.
- Management of recruitment and onboarding processes.
- Training, support and supervision of new hires.
- Calm and empathetic handling and resolution of enquiries, incidents and complaints from new users.
- Planning and sustained achievement of short- and long-term objectives.

Securitas España — Personnel and Training Specialist

November 2016 – February 2017 · Barcelona

- Coordination and management of internal staff training.
- Support and participation in recruitment processes.

IDEC–Universitat Pompeu Fabra — Academic Coordinator and Secretary

November 2005 – July 2011 · Barcelona

- Creation, coordination, oversight and management of student training programmes.
- Preparation of academic calendars, subjects and degree programmes.
- Review and verification of documentation in accordance with current regulations.
- Personalised assistance and support for teaching staff and students.
- Academic planning, document management and support to management.

AUNA Telecomunicaciones — Administrative Specialist

December 2000 – April 2005 · Barcelona

- Preparation of reports.
- Administrative duties and support with document management.

New Horizons — Academic Coordinator

November 1999 – July 2000 · Barcelona

- Creation, oversight and management of student training programmes.
- Preparation of academic calendars, subjects and programmes.
- Review and verification of documentation in accordance with current regulations.
- Personalised assistance for teaching staff and students.

Josep Ramon Cot Gil – Auditor — Secretary

November 1995 – November 1998 · Barcelona

- Preparation of audits and reports.
- Administrative and document support.

EDUCATION

Academia Montserrat — Advanced Vocational Diploma in Administration

September 1992 – May 1994 · Barcelona

ADDITIONAL TRAINING AND CERTIFICATIONS

Year	Institution	Programme	Duration
2025	DisasterReady	Project Management Fundamentals	5 hours
2025	PARIX	Certificate Programme in Artificial Intelligence for Publishing Professionals	150 hours · 15 ECTS
2025	PARIX	Certificate Programme in Self-Publishing and Personal Branding	150 hours · 15 ECTS
2025	PARIX	Writing Correctly	150 hours · 15 ECTS
2024–2025	PARIX	Certificate Programme in Editorial Project Management	150 hours · 15 ECTS
2023	Grupo Aspasia	Tutoring and Guidance	30 hours
2021	Grupo Aspasia	Train-the-Trainer Programme	40 hours
2021	Grupo Aspasia	Team Leadership	30 hours
2019	TADEL Formació	Human Resources Management	72 hours
2018	Coordinadora ONGD España	Volunteering for Development Cooperation and Global Citizenship	40 hours
2016	INN Formación	Business Coaching	150 hours
2014–2015	INN Formación	Community Management and Online Marketing	150 hours
2014–2015	Escuela de Escritura — Universidad de Alcalá de Henares	Writing Correctly	50 hours · 2.5 ECTS
2013	Escuela de Escritura — Universidad de Alcalá de Henares	Creative Writing: Dare to Create	37.5 hours · 1.5 ECTS

WRITING AND EDITORIAL CAREER

Author of four books published between 2018 and 2021, spanning historical fiction, contemporary fiction and short stories. He contributed as a writer to Medieval and Món Medieval magazines between 2008 and 2014 and published short stories in Entropía. He publishes weekly articles on writing, organisational culture, people management and the relationship with work on LinkedIn and on his professional website. His recent training has broadened this profile to include editorial project management, artificial intelligence applied to publishing, and professional writing.

INDEPENDENT PROFESSIONAL PROJECT

An initiative under development combining People and Culture, learning and development, writing, and narrative analysis. Focused on content creation and review, structuring documents and projects, organisational communication, and supporting learning processes.

PUBLISHED BOOKS

La carta sin respuesta

Historical novel (second volume) · Ediciones Ruser · December 2021 · 505 pages · ISBN 9788412422184

Vivencias pausadas

Collection of short stories on a range of themes · Ediciones Ruser · December 2020 · 227 pages · ISBN 9788412270143

La soledad de las palabras

Contemporary novel · Ediciones Ruser · December 2019 · 850 pages · ISBN 9788412106244

La traición del conde

Historical novel (first volume) · Ediciones Ruser · November 2018 · 2nd edition, February 2019 · 732 pages · ISBN 9788494911491

MANUSCRIPTS AND LITERARY PROJECTS

- El perdón de Sunayana — contemporary novel; undergoing a comprehensive revision for literary competitions.
- El legado perdido — novel set in contemporary and Renaissance periods; completed, registered and submitted for the 2026 Premio Nadal.
- Los lunes de Abril — contemporary novel; fully structured project, currently on hold.

The published works and completed manuscripts are registered with the Spanish Intellectual Property Registry and linked to CEDRO.

ARTICLES IN SPECIALIST MAGAZINES

MEDIEVAL magazine — Spanish-language edition

- El reinado de Carlomagno (11/2014)
- Juglares y trovadores (07/2014)
- Santa María de Ripoll (07/2014)
- La iglesia de Santo Domingo de Soria (01/2013)
- El románico erótico (07/2012)
- La pintura mural y los maestros de Taüll (10/2009)
- El sepulcro de San Vicente de Ávila (06/2009)
- Santa María de las Dueñas de Salamanca (06/2008)

MÓN MEDIEVAL magazine — Catalan-language edition

- Joglars i trobadors (11/2014)
- Esglésies i Castells (09/2014)
- L'orde cistercenca (12/2013)
- La pintura mural i els Mestres de Taüll (08/2011)

SHORT STORIES

ENTROPÍA magazine — Spanish-language edition

- No se escapa de la Muerte (01/2014)
- La niña de Patán (02/2013)

PROFESSIONAL SKILLS

People management

Recruitment, onboarding, training, support, supervision of new hires, and user assistance.

Learning and development

Identification and organisation of needs, planning, programme management, monitoring, tutoring, and content creation.

Administrative and document management

Management of records, regulations, reports, annual reviews, audits, filing, and document traceability.

Academic coordination

Planning of calendars, degree programmes and subjects; support for teaching teams and students.

Editorial project management

Structuring, planning, content development, review, and overall management of publishing projects.

Writing and communication

Creative and professional writing, synthesis, clarity of expression, text editing, and message adaptation.

Personal skills

Organisation, responsibility, initiative, punctuality, problem-solving, creativity, analytical thinking, and ability to work under pressure.

DIGITAL TOOLS AND PLATFORMS

Microsoft Excel · Word · PowerPoint · Outlook · Microsoft Office · online learning platforms · data management platforms · FUNDAE platform · tools for creating and administering learning content.

LANGUAGES

Spanish Native	Catalan Level C certificate / bilingual	English Intermediate level	French Basic level
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VOLUNTEERING

Foment Excursionista de Barcelona — Children's and Youth Leisure Activities Leader

September 1998 – July 2000 · Barcelona

Agrupament Escolta Sant Ferran — Children's and Youth Leisure Activities Leader

September 1987 – July 1993 · Barcelona

ADDITIONAL INFORMATION

- Officially recognised disability rating: 33%.
- References and supporting documentation available upon request.