



Date of birth: 07/01/1994


Nationality: Croatian

WORK EXPERIENCE

Human Resources Officer

Drvna industrija Klana

16/06/2020 – 23/12/2020


 Klana, Croatia

During my work at the position of Human Resources officer in the Human Resources Department within the company Drvna industrija Klana d.d., I was in charge of the implementation of employment tenders within all organizational units, coordination of the procedure for establishing and terminating employment, cooperation with services (Croatian Health Insurance Fund, Croatian Pension Insurance Fund, Tax Administration, etc.), keeping records of sick leave and vacations, coordination of work organization processes, etc.

Account Manager

Mirara, LLC.

04/01/2021 – 17/02/2021


 Rijeka, Croatia

I was in charge of communication with existing and potential clients, marketing of the company and its visibility on social networks (Facebook, Instagram, Twitter and LinkedIn).

Communication Officer

Demano, Ltd.

14/07/2021 – 16/09/2021


 Rijeka, Croatia

I was in charge for contacting clients and notifying them about the necessity of updating documentation.

Expert Associate

Teaching Institute for Public Health

09/05/2021 – 08/07/2021


 Rijeka, Croatia

Due to the increased amount of work, I was working in the COVID-19 center.

Expert Associate

University of Rijeka

20/09/2021 – 26/08/2022

 Rijeka, Croatia

Working in the Centre for EU Cohesion Policy Instruments (under the University Centre for Research and Innovation), that included the following areas of work:

- Interreg programmes;
- European Structural and Investment Funds and the
- National Recovery and Resilience Plan.

EDUCATION AND TRAINING

Faculty of Law, University of Rijeka

Bachelor's degree in public administration

06/2012 – 06/2015

Faculty of Economics and Business, University of Rijeka

Bachelor's degree in International Business

06/2015 – 06/2018

Faculty of Economics and Business, University of Rijeka

Master's degree in International Business

08/2018 – 22/09/2020

Field(s) of study: **Međunarodno poslovanje**

Thesis: Društveno odgovorno poslovanje na primjeru JGL-a d.d. Rijeka

LANGUAGE SKILLS

Mother tongue(s)

Croatian

Other language(s)

English

Listening



C2

Reading



C2

Spoken interaction





C2

Spoken production



C2

Writing



C2

Italian

Listening



B1

Reading



B2

Spoken interaction



A2

Spoken production



A2

Writing



B1

ORGANISATIONAL SKILLS

Organisational skills

- Well-developed organizational skills;
- Ability to lead a group of people around projects and tasks;

COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

- Propensity for teamwork;
- Team spirit;
- Communicative person;
- Creative;
- Resistance to work under pressure;

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