

PERSONAL INFORMATION

Kristina Tomasevic



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Sex Female | Date of birth 05/06/1991 | Nationality Serbian

PREFERRED JOB

Finance department manager

WORK EXPERIENCE

11/2010–11/2011

Public relations department manager

Student organization AIESEC
 Kamenicka 6 Belgrade (Serbia)
 Writing press releases, public presentation of the project, communication with media.

11/2011–11/2012

HR

Student organization AIESEC
 Kamenicka 6 Belgrade (Serbia)
 Recruitment of new members, logistics, organization of special events.

06/2011–01/2012

Bartender

Squashland
 Kneza Visaslava 27 Belgrade (Serbia)
 Maintaining the bar, preparing drinks.

09/2012–02/2013

Waiter

Space Park Beograd - Usce Shopping Center, 3. floor, Belgrade (Serbia)
 Serving guests; birthday parties.

05/2013–06/2013

Debt-collector

Hypo Alpe-Adria-Bank a.d. Beograd, Belgrade (Serbia)
 8 hours/day. Calling the debtor, giving information about his debt, collecting information about paying and negotiating about debt collection.

EDUCATION AND TRAINING

01/09/2006–21/06/2010

Level II: General education

EQF level 3

Third Belgrade Gymnasium
 Njegoseva 15 Belgrade (Serbia)
 History, Languages (English, German), Serbian language and literature, Geography, Biology, Physics, Chemistry, Mathematics, Art, Music culture.

01/10/2010–Present

BA in Management and Organization

EQF level 5

Faculty of Organizational Sciences, University of Belgrade
Jove Ilica 154 RS-11000 Belgrade (Serbia)

Management, Economics, English language, Marketing, Accounting, HR management, Public relations, Financial management, Organizational design, Cost management, Project management, Investment management, Operational research...

01/10/2013–01/07/2014

BA in Business Administration - Erasmus exchange

EQF level 5

Karl-Franzens, Universität Graz, Graz (Austria)

Microeconomics, Macroeconomics, Business English 1 (level B2.2), Business English 2 (level C1.1), Corporate finance, Empirical Economic Research 1 (Applied Business Informatics (SPSS)), Cross Cultural Management, German Level A1.2, A2.2, B1.

07/2013–07/2013

Ringier Axel Springer Serbia (tourism website superodmor.rs), Belgrade (Serbia)

Internship - website superodmor. rs;Duration - three weeks. Dealing with interior of the website and changing the structure.

08/2013–08/2013

Ljubex International
Cede Mijatovica 3 Belgrade (Serbia)

Internship - administration and accounting sector;duration - three weeks

10/2011–10/2011

Volunteer

Euro Belgrade - sport festival (Stefan Komazec - Faculty of Organizational Sciences)
Jove Ilica 154 Belgrade (Serbia)

Participation in basketball activities in Euro Belgrade (sports festival - competition); Logistics department.

PERSONAL SKILLS

Mother tongue(s) Serbian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
German	A2	A2	A2	A2	A2

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2: Proficient user
[Common European Framework of Reference for Languages](http://europa.europa.eu/education/languages/)

Communication skills

Team spirit, good ability to adapt to multicultural environments, communicative, open minded, cooperative, encouraging, tolerant.

Organisational / managerial skills

Sense of organization, good experience in project or team management, leadership ability.

Computer skills

Upper basic knowledge of using a computer and programming. Good command of Microsoft Office™ tools (Word™, Excel™ and PowerPoint™); Basic knowledge of graphic design applications. Basic knowledge of SPSS Statistics.

ADDITIONAL INFORMATION

Folklore dancer, culinary and arranging skills. Enjoy traveling and meeting different cultures. Great interest in art, especially drawing and painting.