

Curriculum Vitae

Mihailo Stefanović
Date of birth: 20/09/1989
Gender: Male



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Personality profile

Expedite, effective and responsible
Precise and organized
Ready for team and individual work
Willing and ready to learn, to acquire new skills and to work on further improvement

Education

Belgrade Business School, Belgrade Bachelor degree in finance, banking and accounting	2008 - 2012
Economic High School in Belgrade Rang: Economic technician	2004 - 2008

Work experience

Adecco Outsourcing, Belgrade Work on the replacement of absent workers Position: HR administrator	2011-2012
Adecco Outsourcing, Professional training in the field of administration and finance The period from June to September 2011.	

Seminars

Lecturer on Finance weekend, organized by Belgrade Business School
Subject: *Risk management in financial institution*

March 2011

Professional knowledge

PC literacy (advanced skills), excellent knowledge of MS Office
Correspondence and touch-typing
Language – English (fluent)
Driving License B category

Hobbies and interests

Longtime member and assistant in cultural association *New Belgrade* – Folk dance ensemble
Member of the musical band (singer and guitarist)