

Milica Korać

02.06.1989.

Djuka Dinic 12/13, Belgrade

milica.korac@live.com

+38111/7820-789

+38164/295-80-22



Education

From 2013- 2014

Master studies at Faculty of Law Belgrade, Business Law Program

From 2008 – 2013

Faculty of Economics Belgrade, Accounting, Auditing and Financial management

Work Experience

From 2010-2014

Promoter and a travel guide in a travel agency Fun Group Travel Company

- Direct and internet sales of tourist arrangements
- Accompanying the group on travel, conducting and overseeing program
- Taking care of a accompanied group of tourists (50-80 people per group)

From May to October 2012

Work and Travel USA

- Working as a hostess and server, everyday intensive communication with costumers

October 2011

Census of Population, Households and Faculty Dwellings in the Republic of Serbia

From 2008-2011

Promotions of products in Agencies BTL and Taktik

- Work on the promotional activities, direct contact with costumers

From 2008-2011

Leading a team of promoters (5-7 team members) and promotions of clubs

Seminars

- AmChamps – Young leaders in change (AmCham) **February-July 2014**
- AIESEC Career Days **April 2012, April 2013, April 2014**
- Soft Skills Academy **April 2013**
- Advanced Excel: Business decision making and financial analysis **April 2012**

Volunteering

- Universiade in Belgrade (Greeting guests, giving important information about events)
- Davis Cup tennis matches (Hostess)
- Friends of Children Serbia (event organizer for children, organizing fundraising for different social groups)

Language skills

- Serbian (native)
- English (C1 excellent spoken and written skills)
- German (B1 medium spoken and written skills)

Computer skills

- MS Office (Word, Excel, Power Point - advanced level)

Personal skills

- Initiative and creative
- Able to work individually as well as member of team
- Dynamic with good organizational skills
- Persistent
- Analytical and punctual