

## Curriculum Vitae

### PERSONAL INFORMATION

Ivana Stojicic



 No.3, Ratka Pavlovića street, No.3, Babušnica, 18330, Serbia

 + 381 63 463 702

 [kabinet@babusnica.rs](mailto:kabinet@babusnica.rs)

 More and more progress every day

**Sex** Female | **Date of birth** 06/01/1980 | **Nationality** Serbian

**Family** mother of three children

**Present position/ Institution:** Mayor of the Municipality of Babušnica

**Years within the firm:** 3 years

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### I. EDUCATION:

#### 1. Economist in the field of management

Faculty of Management, University in Niš, Niš, Serbia

#### 2. Natural science and mathematics program

Babušnica High School

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### II. WORK EXPERIENCE:

**Mayor of the Municipality of Babušnica**

Municipality of Babušnica, Ratka Pavlovića street, No.1, 18330 Babušnica, [www.babusnica.rs](http://www.babusnica.rs)

**Quality System Manager**

Machine industry, D-Company, Ratka Pavlovića street, No.bb, <https://www.d-company.rs/>

**Human Resources Manager**

Machine industry, D-Company, Ratka Pavlovića street, No.bb, <https://www.d-company.rs/>

**Financial expert**

Machine industry, D-Company, Ratka Pavlovića street, No.bb, <https://www.d-company.rs/>

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### III. TRAINING AND PROFESSIONAL DEVELOPMENT *(license, certificates, etc):*

**Internal and external auditor for ISO 9001, ISO 14001, and OHSAS 18001 systems**

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### IV. PERSONAL SKILLS :

- 1. Communication skills:** Excellent communication skills, work in a dynamic environment, adaptation to different situations, excellent organizational skills and fast and efficient decision-making.
  - 2. Computer literacy:** excellent computer skills, windows environment, MS office, Internet, AutoCad, Tower, ArmCad, Archi Cad, Corel Draw, MS Project, SketchUp etc.
  - 3. Driving licence:** B category, active driver
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**LANGUAGES AND FLUENCY LEVEL** *Indicate competence from A1 (beginner) to C2 (proficient):*

Language	Reading	Speaking	Writing
<b>1. English</b>	B2	B2	B2
<b>2. Russian</b>	B2	B2	B2

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