

**EUROPEAN
CURRICULUM
VITAE FORMAT**



Personal details

First and last name	ZORICA MEDIC
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Citizenship	Serbian
Date of birth	9 October 1958

Work experience

<ul style="list-style-type: none">• Time period• Workplace	2015 – present day Faculty of Business Economics and Entrepreneurship, 35b Vojvode Vlahovica Street, Belgrade
<ul style="list-style-type: none">• Type of work• Position• Main activities and responsibilities	Higher education Assistant Professor Lecturer on the following courses: Business Informatics, Management, Information Systems, E-business; working on projects, reviewer of scientific and research papers in the field of informatics; mentor work on graduate and master theses.
<ul style="list-style-type: none">• Time period• Workplace	2014 – present day Business College of Applied Studies “Prof Dr Radomir Bojkovic”, 12 Toplicina Street, Krusevac
<ul style="list-style-type: none">• Type of work• Position• Main activities and responsibilities	Higher education Professor of vocational studies Lecturer on the following courses: Computer Technologies, Applicative Programs, Information Systems; reviewer of scientific and research papers in the field of informatics; mentor work on project and postgraduate papers, President of the Academic Council.
<ul style="list-style-type: none">• Time period• Workplace• Type of work• Position• Main activities and responsibilities	2006 - 2009 Ministry of Internal Affairs, Serbia, Belgrade, 104 Kneza Milosa Street Information Technology Department Deputy Chief and Assistant Chief of Staff Managing, promoting and monitoring business processes and documentation; coordinating and cooperating with other managements and organizational units of the Ministry of Internal Affairs in the headquarters and on the territory of the Republic of Serbia

- Time period 2002 – 2006
 - Workplace Ministry of Internal Affairs, Serbia, Belgrade, 104 Kneza Milosa Street
 - Type of work Belgrade Gendarmerie
 - Position Head of Material and Financial Affairs and Procurement
 - Main activities and responsibilities Organizational activities in the field of finances, procurement and management; Information and Logistics Support in the Land security zone.
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- Time period 1994 – 2002
 - Workplace Belgrade Police Department, 107 Bulevar Despota Stefana Street
 - Type of work IT Sector
 - Position IT designer and programmer
 - Main activities and responsibilities Designing and programing information systems and personal applications in Oracle, Clipper and Access ambience, analysis systems of business processes, database maintenance, training employees for working in the MS Office package.
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- Time period 1982 – 1991
 - Workplace Secretariat of Internal Affairs, Croatia
 - Type of work Police Department in Zadar, 1 Zore Dalmatinske Street
 - Position ADP Organizer and Head of the Department for personal ID cards
 - Main activities and responsibilities Coordinating with the IT Department in the State Secretariat, programing PS application, determining Unique Master Citizen Number, activities in the ID cards sector.

Education and training

- Time period 2012 - 2013
 - Institution Faculty of Applied Management, Economics and Finances, Belgrade, Business Academy University, Novi Sad
 - Field PhD – social sciences and humanities
 - Qualifications PhD thesis – “Optimizing Management Control Systems by Implementing the OLAP Business Intelligence System”
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- Time period 2006 – 2010
 - Institution Faculty of Management, Alfa University, Belgrade
 - Field M. Sc. – social sciences and humanities
 - Qualifications Master’s thesis – “The Application of the Process Model and Data Model in the Concept of Business Process Reengineering”
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- Time period 2004 - 2005
 - Institution Faculty of Business and Service, Novi Sad University
 - Qualifications Graduate economist/Bachelor of Economics
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- Time period 1977 - 1979
 - Institution College for Applied Informatics and Statistics
 - Qualifications Informatics Engineer

Personal skills and competences

- Mother tongue** Serbian
- Other languages**
- Reading English
 - Writing good
 - Speaking basic
 - Speaking good

Social skills and competences

Gained good social skills thanks to over 30 years of work in the Ministry of Internal Affairs in Croatia and Serbia in jobs that demanded good

communication, maturity and rational thinking. Truly enjoys on the positions that demand working with people in education and in direct interaction with students through classes and mentor work.

Organizational skills and competences

Managerial skills:

Has rich experience in work concerning management, organization and optimization of business functions which she gained on the position of the Deputy Chief and Assistant Chief of Staff in the IT Department and Head of Material and Financial Activities and Procurement.

Analytical skills, skills in interpreting data and finding solutions:

Experience gained while working as an IT designer and programmer in the Secretariat of Internal Affairs in Belgrade.

Project cycle managerial skills:

Attended trainings under the organization of the OSCE Mission in Serbia and worked on projects for the allocation of funds for the IT Department in the Ministry of Internal Affairs in Serbia.

Technical skills and competences

Gained rich experience while working for the Ministry of Internal Affairs on IT design, programing, development, implementation and maintenance of information systems which had great results.

- IT design and programing in the Oracle ambience – (certificate attached);
- Realizing trainings for police officers in the Secretariat of Internal Affairs in Belgrade for working in MS Office package;
- IT service management – risk management (certificate attached).

Other skills and competences

Has the utmost respect for the loyalty to the organization she works for. Fulfils all her duties and responsibilities and is completely dedicated to performing her obligations.

Driver's license

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Additional information

Special activities and academic tours abroad

In the aim of making contacts, getting to know the EU business politics and finding ways and possibilities of future cooperation between Serbia and Europe, she has taken part in:

- academic visits to EU institutions in Brussels: the European Commission, European Neighbourhood Policy And Enlargement Negotiations, the European Council, Europol.
- visit to the Netherland Law Enforcement Agency - Department of international police cooperation in The Hague

- the 10th Session of the SAFETY AND SOCIETY Forum organized by the European Centre for Security Studies "George Marshal" concerning the European Security and Defence Policy

- "Cartes&Identification" - Giescke&Devrient - Paris, Conference for the state-of-the-art ID technology and biometric solutions in the field of security designed for e-transactions, mobile payment options and contactless cards.

Attachments

Attachments:

1. Oracle Ambience IT design,
2. ITIL V3 Foundation for IT Service Management Course,
3. Certificate „Project Cycle Management Training“ OSCE,
4. Clipper – advanced,
5. Certificate for a trained internal verifier QMS, EMS and OHSAS,
6. Certificate proving the participation on the project no.A-640/18-54.