

BIOGRAPHY

PERSONAL INFORMATIONS

Name and surname	VALENTINA RESOVAC
Residential address	Jamadolska 68a, 47000 Karlovac
Date and place of birth	29.12.1995., 47000 Karlovac
Citizenship	Croatian
Phone	047/666-101
e-mail	valentina.resovac@kazup.hr

WORK EXPERIENCE

January 2021 - today

**Karlovac County
Office of the prefect**

Project manager „STREAM“

- Organization and management
- Control of all activities
- Implementation of the procurement plan
- Creation of documentation
- Managing the database
- Administrative jobs
- Financial affairs
- PR jobs

**Member of the Karlovac County Civil Protection
Headquarters**

- administrator in the Specialist Expert Team for analysis and planning to prevent the spread of the COVID-19 epidemic in the area of Karlovac County
- management, analysis and updating of statistical data
- comparisons and graphical displays of data

December 2019 -
December 2020.

**Karlovac County
Office of the prefect**

Business assistant - Senior professional associate of officials

- Professional training for work
- Member of the Karlovac County Civil Protection Headquarters
- Administrator in the Specialist Expert Team for analysis and planning to prevent the spread of the COVID-19 epidemic in Karlovac County
- Administrative jobs
- Cooperation with the protocol

EDUCATION AND TRAINING

2017. - 2019. **Polytechnic in Karlovac**
Master of Business Administration
- Master of Applied Sciences in Business Administration (MBA)
2014. - 2017. **Polytechnic in Karlovac**
Professional study Hospitality
- Professional bachelor's degree in economics (bacc.oec.)
2010. - 2014. **Economic and tourism school**
-Economist

OTHER SKILLS

- NATIVE LANGUAGE **Croatian**
- FOREIGN LANGUAGE **English**
- Advanced
- German**
- Basic
- DRIVING LICENSES Category B
- ORGANIZATIONAL / MANAGEMENT SKILLS Well-developed organizational and communication skills, team leadership skills
- TECHNICAL ABILITIES Computer work