

CURRICULUM VITAE

1. Family Name:	KUNOVIKU DEMIRI
2. First Name:	FILLORETA
3. Nationality:	ALBANIAN
4. Citizenship:	KOSOVO
5. Date of Birth	17.03.1987
6. Gender:	Female
7. Contact details:	
<i>Email:</i>	f_kunoviku@yahoo.com
<i>Tel:</i>	+377 45 701 789
<i>Completion date :</i>	03/03/2020
8. Education Degree:	
<i>Institution:</i>	Faculty of Economics, University of Prishtina
<i>Degree Date:</i>	September 27, 2008
<i>Degree :</i>	Bachelor of Management and Informatics
<i>Institution:</i>	South East European University, Macedonia
<i>Degree Date:</i>	June 21, 2012
<i>Degree/ Master :</i>	Master of Business Administration-Management
<i>Institution:</i>	University “St. Kliment Ohridski” Bitola, Faculty of Economics-Prilep; University of Bologna, Italy; Universitat Autonoma de Barcelona, Spain; University of Nice, France; South East European University, Republic of Macedonia; University of Tirana, Albania; Agricultural University of Tirana, Albania and Dardania University, Prishtina, Kosovo / Tempus Project
<i>Field of study:</i>	Joint Regional Doctoral Programme “Entrepreneurship and SME Management”
<i>Date :</i>	Viti akademik 2013/2014 - Present
9. Academic Degree:	
<i>Institution:</i>	South East European University, Macedonia
<i>Degree Date:</i>	Master of Business Administration-Management, June 21, 2012
10. Work experience record:	
<i>Dates:</i>	08 September, 2008 – 31 August, 2009
<i>Location:</i>	Mitrovica
<i>Name of the Institution:</i>	Post and Telecommunication of Kosovo
<i>Position:</i>	Cashier
<i>Description:</i>	Faces directly with customers, fulfilling all demands of them linked with the products and services of company

<i>Dates:</i>	01 September, 2009 – 31 March, 2010
<i>Location:</i>	Prishtina
<i>Name of the Institution:</i>	Post and Telecommunication of Kosovo
<i>Position:</i>	Account Investigations Officer
<i>Description:</i>	Equates the Cash in the sale points of company and bank reports daily, weekly and monthly
<i>Dates:</i>	01 April, 2010 – 26 August, 2010
<i>Location:</i>	Prishtina
<i>Name of the Institution:</i>	Post and Telecommunication of Kosovo
<i>Position:</i>	Debt Collection Officer
<i>Description:</i>	Works on all activities toward the accomplishment of debt collecting process
<i>Dates:</i>	27 August, 2010 - February, 2015
<i>Location:</i>	Prishtina
<i>Name of the Institution:</i>	Post and Telecommunication of Kosovo
<i>Position:</i>	Debt Collection Senior Officer
<i>Description:</i>	Supervision and control of all activities of the sector connected with the general conditions of the debt collection of VALA
<i>Dates:</i>	01 October, 2015 - Present
<i>Location:</i>	Mitrovica
<i>Name of the Institution:</i>	University of Mitrovica "Isa Boletini"
<i>Position:</i>	Assistant
<i>Description:</i>	Lecturer of the courses: Introduction to Business, Corporate Finance and Markets and Financial Institutions In the coordination with the professors of the courses the assistant holds the practice lessons with students.
12. Education and training:	
<i>Dates:</i>	27 September, 2019
<i>Title of qualification awarded:</i>	Certificate of attendance
<i>Principal subjects/occupational skills covered:</i>	TAM: "Professional Development at HEIs in Kosovo"
<i>Name and type of institution providing education and training:</i>	Erasmus +
<i>Level of national and international classification:</i>	
<i>Dates:</i>	5-6 December, 2017
<i>Title of qualification awarded:</i>	Certificate of attendance
<i>Principal subjects/occupational skills covered:</i>	"Workshop on Developing innovative student-centered learning methods at public universities in Kosovo with the design thinking methodology"
<i>Name and type of institution providing education and training:</i>	HERAS Project and Wonderwerk

<i>Level of national and international classification:</i>	International
<i>Dates:</i>	3-5 March, 2015
<i>Title of qualification awarded:</i>	Certificate of Training
<i>Principal subjects/occupational skills covered:</i>	Auditing risk management techniques to accelerate Revenue Assurance maturity - Advance training course and Application Training Workshop
<i>Name and type of institution providing education and training:</i>	MAESTRACOM
<i>Level of national and international classification:</i>	International
<i>Dates:</i>	15 July, 2014
<i>Title of qualification awarded:</i>	Certification
<i>Principal subjects/occupational skills covered:</i>	Accounting Technician, SCAAK
<i>Name and type of institution providing education and training:</i>	Society for certification of audits and accountants in the Republic of Kosovo
<i>Level of national and international classification:</i>	International Level
<i>Dates:</i>	11 December, 2013
<i>Title of qualification awarded:</i>	Certificate of Completion
<i>Principal subjects/occupational skills covered:</i>	Security Information Bases
<i>Name and type of institution providing education and training:</i>	Training and Development Center - PTK
<i>Level of national and international classification:</i>	National level
<i>Dates:</i>	15 February, 2010
<i>Title of qualification awarded:</i>	Certificate of Completion
<i>Principal subjects/occupational skills covered:</i>	Microsoft Certified Application Specialist for Office Excel 2007

<i>Name and type of institution providing education and training:</i>	Microsoft
<i>Level of national and international classification:</i>	International level
<i>Dates:</i>	02 March, 2009
<i>Title of qualification awarded:</i>	Certificate of Completion
<i>Principal subjects/occupational skills covered:</i>	Technology Information Fundamentals
<i>Name and type of institution providing education and training:</i>	Training and Development Center - PTK
<i>Level of national and international classification:</i>	National Level
<i>Dates:</i>	06 November, 2007
<i>Title of qualification awarded:</i>	Certificate of Completion
<i>Principal subjects/occupational skills covered:</i>	Training on Project Proposal Writing
<i>Name and type of institution providing education and training:</i>	Youth Resource Hub University of Prishtina
<i>Level of national and international classification:</i>	International level
<i>Dates:</i>	01 April, 2001 - 20 July, 2001
<i>Title of qualification awarded:</i>	Certificate of Completion
<i>Principal subjects/occupational skills covered:</i>	Etic Education English Language Computer
<i>Name and type of institution providing education and training:</i>	Center for Social Development
<i>Level of national and international classification:</i>	National level
<i>Dates:</i>	01 September, 1999 – 21 July, 2000
<i>Title of qualification awarded:</i>	Certificate of Completion
<i>Principal subjects/occupational skills covered:</i>	English for Beginners

<i>Name and type of institution providing education and training:</i>	House of Hope NGO Mitrovica / Republic of Kosova	
<i>Level of national and international classification:</i>	International level	
11. Scientific Publications:		
Scientific journal		
<i>Title of paper</i>	<i>Journal name</i>	<i>Year / Volume / Pages</i>
<i>Entrepreneurship, Innovation and Innovation Policy / PhD Student: Filloreta Kunoviku Demiri dhe MSc: Kujtim Sh. Demiri</i>	David Academic Publishing House	2 February, 2015, Germany / 52 pages
<i>How to join EU while there are many differences of doing business in the same city? / PhD Student: Filloreta Kunoviku Demiri dhe MSc: Kujtim Sh. Demiri</i>	"Academic Journal of Interdisciplinary studies", Vol 4, No 2 S1 (2015)	August, 2015, MCSER Publishing; Rome-Italy; (Access this Journal online at www.mcser.org), Page, 89
<i>Why there is no health insurance in the Republic of Kosov? / Mybera Shala Mustafa PhD Candidate, Filloreta Kunoviku Demiri PhD Student</i>	"Academic Journal of Interdisciplinary studies", Vol 4, No 2 S1 (2015)	August, 2015, MCSER Publishing; Rome-Italy; (Access this Journal online at www.mcser.org), Page, 156
12. Abstracts from the International and National Conferences		
<i>Title of paper</i>	<i>Journal name</i>	<i>Year / Volume / Pages</i>
<i>"Innovation policies and entrepreneurship"- Special overview in the Republic of Kosovo / PhD Student: Filloreta Kunoviku Demiri dhe MSc: Kujtim Sh. Demiri</i>	International conference: "SMEs Development and Innovation: Building competitive future of South-Eastern Europe"	3-4 October, 2014, Ohrid, Maqedoni
<i>How to join EU while there are many differences of doing business in the same city? / PhD Student: Filloreta Kunoviku Demiri dhe MSc: Kujtim Sh. Demiri</i>	5th International Conference "Compliance of the standards in South-Eastern European countries with the harmonized standards of European Union"	15-16 June, 2015, Pejë, Kosovo
<i>Why there is no health insurance in the Republic of</i>	5th International Conference "Compliance of the	15-16 June, 2015, Pejë, Kosovo

<i>Kosov? / Mybera Shala Mustafa PhD Candidate, Filloreta Kunoviku Demiri PhD Student</i>	standards in South-Eastern European countries with the harmonized standards of European Union”	
<i>Consumer Decision Making- A literature review/ PhD Ajtene Avdullahi, PhD Vjosa Fejza Ademi, PhD Candidate Filloreta Kunoviku Demiri</i>	International Conference on Enhancing Consumer Awareness	Katowice, Poland Qershor 16-18, 2019

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Nostrification of Diplomas

Nr.	Candidate	Title of Master Thesis
1	Filloreta Kunoviku Demiri	Growth strategies and their implementation in corporations, Special overwiev in the Republic of Kosovo

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17. Additional information:

<i>Organizational skills and competences:</i>	<ul style="list-style-type: none"> • Excellent communication; • Leadership skills; • Problem solving; • Ability to work under stress individually or in a team; • Fast learner; • Very sustainable and confident person; etc...
<i>Computer skills and competences:</i>	<ul style="list-style-type: none"> • MS Office Word; • MS Office Power Point; • MS Office Excel; • MS Office Access; • MS Office Outlook; • MS Office Publisher; etc... • Scanning, Faxing, Printing, etc...

Language skills: (1 to 5: 1 lowest - 5 fluent)

<i>Language.</i>	<i>Speaking</i>	<i>Writing</i>	<i>Reading</i>
English	5	5	5
Spanish	5	3	4
Turkish	5	3	4
Serbo-Kroatien	4	4	4

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<i>Awards and Membership:</i>	
	University of Prishtina scholarship winner
	Member of SCAAK

