**Curriculum Vitae**

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| |  |  | | --- | --- | | ***Personal information*** |  | |  |  | | **First name/ Surname** | Ema Sulce | |  |  | | **Address** | Internacionalnih brigada 185 Kragujevac,Serbia | | **Mobile phone** | 00381655069063 | | **Email address** | ninadazdina@yahoo.com | | **Nationality** | Serbian | | **Date of birth** | 12/03/79 | | ***Work experience*** |  | | **Occupation or position held** | Procurement Operations buyer for UK and Ireland | |  | March 2014 till now | | **Occupation or position held** | Project management and reporting specialist  - IBM Bulgaria-January 2013 till march 2014 | |  | January 2011- January 2013 | | **Occupation or position held** | Procurement Operations buyer for Croatia,Serbia and Slovenia | | **Name of employer** | IBM Bulgaria | |  |  | | **Date** | October 2009- January 2011 | | **Occupation or position held** | Agent in fraud department(risk analyst)(checking agreements ,checking validity of personal documents of clients , stopping any kind of fraud activity ) | | **Name of employer** | Playtech Israel | |  |  | | **Date** | 2005-2006 | | **Occupation or position held** | Salesclerk | | **Name of employer** | Akcent | |  |  | | **Date** | 2003-2005 | | **Occupation or position held** | Supervisor | | **Name of employer** | Hotels Malta | |  |  | | **Date** | 2000-2003 | | **Occupation or position held** |  | | **Name of employer** |  | |  |  | |  |  | | **Date** |  | | **Occupation or position held** |  | |  |  | |  |  | | ***Education and training*** | 1997-2000 | |  | Faculty of Science „Atomic and Nuclear physic “ | | **Date** | 1993-1997 | |  |  | | **Name of organization providing** | High school “Prva Kragujevacka Gimnazija” | | **standing** |  | | **education and training** | English and French Language | |  |  | |  |  | | **Date** |  | | **Name of organization providing** | TEFL certificate  Teaching English as Foreign Language | | **education and training** |  | |  |  | | **Languages** |  | |  |  | | **Serbian** | Good spoken and written | | **Croatian** | good spoken and written | | **English** | good spoken and written | | **Bosnian** | good spoken and written | | **Macedonian** | good spoken and written | | **Bulgarian** | good spoken and written | | **Slovenian** | Good written ,intermediate | | **Slavakian,French ,German** | Good written ,intermediate | | **Arabic ,Maltese** | Basic | | **Other** | big responsibility for any work and engagements | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |  |  | |