



Katerina Halacheva-Divanisova

Specialist i legal affairs ,transcriber,traslator,proofreader
Kocani, 2300, Macedonia virtual assistant, evaluator, social media
kateha2010@yahoo.com researcher

Date of birth

04.12.1977

Nationality

Macedonian

Skills

Communication Skills

Microsoft Office

Highly organized and efficient

Hard Working

Ability to Multitask

Hobbies

Reading,

Languages

English

German

Bulgarian

Serbian

Profile

I have faculty of law with bar exam. I have organizational and communication skills, responsible and dedicated to work, communicative, thorough in work, capable of teamwork but also of independent action, diligent and persistent to upgrade myself and acquire new skills.I have many years of work experience in legal matters, knowledge in the field of logistics and logistic flows, in human resources. I am looking for typing jobs, or data form filling jobs. Also I can translate from English to Macedonian or Serbian and vice versa.

Employment History

Lawyer at "Maestral" , "Maestral" Dooel Kochani , Kocani

January 2001 – September 2005

Legal specialist, Berin -skopje, Skopje

October 2005 – February 2006

Legal specialist by training and practice,protection of intellectual property trademarks and patents

legal professional associate, Law enforcement agency-Kocani, Kocani

February 2006 – March 2023

forced collection on individuals and legal entities in accordance with the enforcement law, activation of mortgages due to late payment, acting in accordance with law enforcement

Education

Bachelor degree in law, University sv Kiril i Metodi Skopje, Skopje

September 1996 – October 2000

Graduated before time with grate honors.

Master degree in law, University Goce Delcev Stip, Stip

June 2010 – March 2012

Graduated with high honors.

