

## CURRICULUM VITAE



Personal information	
Name	Gordana Serafimovic
E-mail	gordana.serafimovic@gmail.com
Nationality	Macedonian
Date of birth	27.08.1982
Gender	Female
Academic Title	Teaching Assistant

Work experience	
• Dates (from – to)	January 2010 – Present
• Name and address of employer	University of Tourism and Management Skopje Faculty of Human Resources Management Blvd Partizanski odredi 99, 1000 Skopje
• Type of business or sector	Higher education
• Occupation or position held	Teaching Assistant
• Main activities and responsibilities	Teaching Business Leadership, Project Management, Negotiation, Family Business

Work experience	
• Dates (from – to)	August 2007 – January 2010
• Name and address of employer	MIT Faculty of Information Technologies Blvd Treta Makedonska Brigada 1000 Skopje
• Type of business or sector	Education
• Occupation or position held	Junior Lector of English Language
• Main activities and responsibilities	Teaching Business English and English for specific purposes

Work experience	
• Dates (from – to)	September 2005 – August 2007
• Name and address of employer	Center for Foreign Languages “FILOS” Mile Pop Jordanov 72, 1000 Skopje
• Type of business or sector	Education
• Occupation or position held	English and Spanish Language Professor
• Main activities and responsibilities	Teaching Business English and English for specific purposes

Work experience	
• Dates (from – to)	October 2001- July 2004
• Name and address of employer	“Embassy for all children and youth”, City’s Council, Ilindenska Street, Barrack No.16 - Skopje
• Type of business or sector	Non- government
• Occupation or position held	Instructor
• Main activities and responsibilities	Education of children (primary school)

Education and training	
• Dates (from – to)	October 2016 – present (preparing Doctoral Thesis)
• Name and type of organization providing education and training	University “Goce Delchev” Faculty of Economy Krste Misirkov, No10, 2000 Stip
• Principal subjects/occupational skills covered	Business Planning, Economy, HRM, Corporate Management
• Title of qualification awarded	Doctor of Philosophy - PhD
• Level in national classification (if appropriate)	VIII

Education and training	
• Dates (from – to)	October 2007 -2009
• Name and type of organization providing education and training	University “Sts. Cyril and Methodius”, Institute for Sociological and Political and Jurisdictional Research- Skopje, Blvd. Partizanski odredi, bb, 1000 Skopje
• Principal subjects/occupational skills covered	Human Resource Management, Leadership, Strategic Management
• Title of qualification awarded	Master of Human Resource Management
• Level in national classification (if appropriate)	VII/2

Education and training	
• Dates (from – to)	October 2001 – December 2006
• Name and type of organization providing education and training	University “Sts. Cyril and Methodius”, Faculty of Philology “Blaze Koneski”, Department of English Language and Literature and Spanish Language and Literature
• Principal subjects/occupational skills covered	English Language and Literature Spanish Language and Literature
• Title of qualification awarded	Professor of English Language and Literature and Spanish Language and Literature

• Level in national classification (if appropriate)	VII/1
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Professional experience	
• Dates (from – to)	07.05 - 07.08.2018
• Location	KRALEX FOOD SOLUTIONS TECHNOLOGY SRL Bucharest, Romania
• Project title	Erasmus + Internship PhD Student Mobility for Traineeships
• Position	Assistant at the Financial Department
• Description	Analysis of the Romanian food Market; Socio economic analysis; Providing practical help for the analysis on the international market ; Organizing training for the staff; Assistance to the Financial office's staff in everyday tasks

Professional experience	
• Dates (from – to)	19-25.02.2018
• Location	Department of Political Science Trenchin University of Alexander Dubcen, Trenchin
• Project title	Staff Mobility
• Position	Teaching Assistant
• Description	Visited and actively used the library and its resources as their main information source for the purpose of the PhD Thesis and performed teaching activities for 40 hours

Professional experience	
• Dates (from – to)	February 2018
• Location	University of Tourism and Management, Skopje Blvd Partizanski odredi 99, 1000 Skopje
• Project title	Women in the Business World and Management in the Republic of Macedonia
• Position	Coordinator
• Description	Scientific Research Project in the Field of Gender Rights

Professional experience	
• Dates (from – to)	2016 -2018
• Location	University of Tourism and Management, Skopje Blvd Partizanski odredi 99, 1000 Skopje
• Project title	Erazmus +
• Position	Erasmus+ Departmental Coordinator
• Description	Responsible for: Inter-Institutional Agreements, Student Mobility and Staff Mobility

Professional experience	
• Dates (from – to)	15.10.2014
• Location	University of Tourism and Management, Skopje Blvd Partizanski odredi 99, 1000 Skopje
• Company & reference person (name & contact details)	DOOR Macedonia
• Position	Participant
• Description	Art of Negotiation

Professional experience	
• Dates (from – to)	2009-2010
• Location	Project for Modernization in Education, Macedonia
• Company & reference person (name & contact details)	WORLD BANK Antonio Onosimovski <a href="mailto:anosim@emp.gov.mk">anosim@emp.gov.mk</a>
• Position	Trainer
• Description	Project to improve the capacity of teachers in primary schools in Macedonia. Managing the process of preparation and implementation of the project.

International conferences and symposia	
• Dates (from – to)	June, 2019
• Location	University of Tourism and Management in Skopje, Macedonia
• Conference title	UTMS Journal of Economics
• Position and paper title	“Exposure and Use of Mobile Media Devices by Children: Challenges and Implications”

International conferences and symposia	
• Dates (from – to)	June, 2019
• Location	University of Tourism and Management in Skopje, Macedonia
• Conference title	UTMS Journal of Economics
• Position and paper title	“The Influence of the Use of Power in Corporate Governance on the Socially Responsible Policies of a Competing Company”

International conferences and symposia	
• Dates (from – to)	October, 2018
• Location	University of Tourism and Management in Skopje, Macedonia
• Conference title	International Scientific Congress ICON BEST 2018
• Position and paper title	Organizing Committee Participant – “Service Quality and Satisfaction in Higher Education Institutions”

International conferences and symposia	
• Dates (from – to)	June, 2018
• Location	University of Tourism and Management in Skopje, Macedonia
• Journal title	UTMS Journal of Economics
• Position and paper title	“Recognizing the Vulnerability of Generation Z to Economic and Social Risks”

International conferences and symposia	
• Dates (from – to)	December, 2017
• Location	Goce Delchev University – Shtip, Macedonia
• Journal title	Balkan Social Science Review
• Position and paper title	“Expectations and Brand Experience: Millennials – the Generation that can Shape the Future Service Quality of Companies in a Developing Country”

International conferences and symposia	
• Dates (from – to)	Mach, 2017
• Location	International Vision University, Gostivar, Macedonia
• Journal title	International Refereed scientific Journal
• Position and paper title	“Job Analysis as an Important Human Resources Management Function”

International conferences and symposia	
• Dates (from – to)	05. 10.2013
• Location	University of Tourism and Management Skopje
• Conference title	ICON BEST -3 <sup>rd</sup> Biennial International Scientific Congress, Skopje, Macedonia
• Position and paper title	Participant – The influence of family relations in the process of decision making in family businesses

International conferences and symposia	
• Dates (from – to)	28-29.09.2012
• Location	Sremski Karlovci, Belgrade
Conference title	X International Conference “On the way of knowledge”
• Position and paper title	Participant – The Process of Communication, the Place and Role of Emotions in Negotiation

International conferences and symposia	
• Dates (from – to)	31.05 -03.06.2012
• Location	Corfu, Greece
• Conference title	International Scientific Conference 2 <sup>nd</sup> Advances in Hospitality and Tourism Marketing and Management

• Position and paper title	Participant – Corporate Responsibility and its Connection to the Organizational Responsibility of the Leaders
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<b>International conferences and symposia</b>	
• Dates (from – to)	17-20.06.2012
• Location	Sozopol, Bulgaria
•Conference title	Jubilee X International Scientific Conference Management and Engineering'12,
• Position and paper title	Participant – Conflicts in Family Business

<b>International conferences and symposia</b>	
• Dates (from – to)	11.11.2011
• Location	Princess Casino – Gevgelija, Macedonia
•Conference title	Triple S Group - Brian Tracy's Conference
• Position and paper title	Participant

<b>International conferences and symposia</b>	
• Dates (from – to)	10.04.2011
• Location	University of tourism and management, Skopje, Macedonia
Company & reference person (name & contact details)	Association “Hope and Life”
• Position	Participant – Workshop on emotional Intelligence

<b>International conferences and symposia</b>	
• Dates (from – to)	19-22.06.2011
• Location	Solzopol, Bulgaria
Company & reference person (name & contact details)	IX International Scientific Conference „Management and Engineering'11“
• Position	Participant –“The possession of appropriate managerial skills as a tool for successful project team”

<b>International conferences and symposia</b>	
• Dates (from – to)	November 3 - 5, 2010
• Location	Limasol, Greece
•Conference title	ATLAS Annual Conference 2010 Mass tourism vs. niche tourism Limassol, Cyprus
• Position and paper title	Presenter, “Ethical Tourism and corporate Social responsibility: Niche and Mass Tourism Perspectives”

International conferences and symposia	
• Dates (from – to)	27th September 2010
• Location	University of Tourism and Management – Skopje, Macedonia
• Conference title	The International Congress of Tourisms and Management “The Challenges and Perspectives of the Tourism and Management” in honor of the International Day of Tourism
• Position and paper title	Presenter – “The components of emotional intelligence as a factor for organizational effectiveness”

Publications	
2010	Time Management, Aleksandra Stoilkovska, Gordana Lazaroska