Dino Bozinovic

Date of birth: 25/05/1991 | **Nationality:** Croatian | **Gender:** Male |

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www.linkedin.com/in/dino-bozinovic |

Address: Mönchengladbach, Germany (Home)

DIGITAL SKILLS

Python Basics | Microsoft Azure Fundamentals | Active Directory MS Windows / Windows Server | SAP R3 | SAP S4/HANA VIM | HTML & CSS Basics | Microsoft 365 | ISMS ISO 27001 | IT - Grundschutz | SQL Basics | Configuration Windows and Linux OS

EDUCATION AND TRAINING

17/04/2023 – 17/04/2024 Augsburg, Germany
IT SPECIALIST FOR SYSTEM ADMINISTRATION AND IT SECURITY CloudCommand G.m.b.H

09/2016 – 05/2018 Bratislava, Slovakia
INTERNATIONAL TRADE MANAGEMENT (M.A) Economic University of Bratislava

09/2010 – 09/2013 Vukovar, Croatia
COMMERCE (B.A) Polytechnics Lavoslav Ružička in Vukovar

WORK EXPERIENCE

01/08/2022 – 31/12/2022 Neuss, Germany
ACCOUNTS PAYABLE CLERK MELLE GALLHOFFER DACH G.M.B.H

- Verifying payment run
- Claim cash discount
- Proceesing dunnings
- Posting FI invoices

12/11/2019 – 31/07/2022 Köln, Germany
ACCOUNTS PAYABLE CLERK ARLANXEO G.M.B.H

- Support for Netherlands, Belgium, and Germany company code (FI/MM)
- Support for Intercompany invoices
- List of outstanding items
- Verify payment run
- Claim cash discount
- Deposit invoices
- Handle dunning

01/06/2018 – 30/06/2019 Bratislava, Slovakia
JUNIOR ACCOUNTS PAYABLE CLERK DEUTSCHE TELEKOM SERVICES EUROPE

- Incoming invoices
- Booking and posting of invoices
- Back office and creditor communication
- Reminders
- Invoice payment control

27/07/2014 – 01/08/2015 Ilok, Croatia
ACCOUNTANT CITY COUNCIL

- Processing of accounts payable and accounts receivable invoices
- Open items
- Various administrative tasks

LANGUAGE SKILLS

Mother tongue(s): **CROATIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
GERMAN	C1	C1	C1	C1	C1
ENGLISH	C1	C1	C1	C1	C1
SLOVAK	C2	C2	C2	C2	C2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

ADDITIONAL INFORMATION

CERTIFICATES

17/11/2023
IHK Data Protection Officer

- Fundamentals of data protection
- Data protection law
- Organization of data protection and data security
- IT security and technical-organizational data protection
- Data security

13/09/2023
BSI IT Baseline Protection Practitioner

- Introduction and fundamentals of IT security and legal framework
- Standards and norms of information security
- Introduction to IT baseline protection & IT baseline protection procedure
- Compendium (overview and practical exercises)
- Implementation of the IT baseline protection procedure
- IT baseline protection check
- Risk analysis
- Certification and acquisition of the IT baseline protection certificate based on ISO-27001
- Implementation planning, maintenance, and continuous improvement
- Emergency management process (initiate, analyze, introduce, practice, improve)

23/08/2023
IT Security Officer (IT-SO) according to ISO 27001

- Management and control of information security
- Continuous improvement: PDCA cycle, management reviews, management decisions
- Personnel and legal aspects of information security
- Relevant duties of the CISO (Chief Information Security Officer)
- Risk management, risk assessments, and risk analysis
- ISO 31000, ISO 27005, and BSI Standard 200-3
- Security Incident Management
- Emergencies and organizational considerations