

Maja Petrovic

French | Female | 23

Target MSc: Finance and Management

PROFESSIONAL EXPERIENCE

Finance Assistant - Accounting Office (Mar 2023 - Sep 2023)

Maintained financial records and prepared monthly statements

Assisted senior accountants in budgeting and reporting

Participated in internal audits and data reconciliation

Intern - Local Bank (Summer 2022)

Processed customer files and assisted in credit evaluations

Conducted data entry and preliminary financial analysis

EDUCATION

Bachelor in Business Economics, University of Montenegro, 2020 - 2023

Emphasis on corporate finance, accounting, and management

SKILLS

Accounting basics, Excel, financial reporting, budgeting

LANGUAGES

Montenegrin (native), English (good)

PERSONAL INTERESTS

Corporate finance, self-development, investment analysis