

# LUKA SCEPANOVIC

BBA STUDENT

## CONTACT

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Location: Malaysia / Serbia



## About me

Highly motivated and fast-learning graduate seeking a financial or administrative entry-level job.

Majoring in business administration has led me to better understand companies' managerial position through usage of various tools such as cash flow analysis, Gantt charts and Microsoft office tools.

My goal is to get a job and try to stay and progress in your company by proving my skills and determination.

## WORK EXPERIENCE

### Financial Analyst at "Technology College Sarawak"

Kuching, Malaysia (11/2019 - Present)

- Analysing and monitoring the general budget and expenditures of the College
- Advising on future investments and existing cost reductions

### Volunteer at "Paint the World"

- Volunteering at events worldwide - Malaysia, Tanzania, Bangladesh & Serbia
- Organising and attending the events in orphanages to provide kids with food, clothes and a bit of happiness

### Affiliate manager trainee at "Vertigo Media"

Barcelona, Spain (07/2019-10/2019)

- Selection and planning of emailing campaigns with affiliate networks and direct advertisers
- Analysis of sent campaigns, monitoring user reactivity and financial results
- Actively prospect for new advertisers and database owners through LinkedIn and phone calls
- Negotiate prices and payment models with existing and new partners

### Office administrator at "Zlatibor Handyman&Hygiene Corp"

Novi Sad, Serbia (07/2017-09/2017)

- Analysing data with microsoft office - **developed** analytical skills & big data analysis
- Structuring and presenting the data to executives - **PPT and excel**
- Redirecting phone calls - **responsibility and focus**

## INTERESTS

- 10 years of professional waterpolo (teamwork and determination skills)
- Investing books (The Intelligent investor, One up on Wall Street, Rule #1, Warren Buffett Annual Letters, Technical Analysis)
- Sustainability and the environment

## ACADEMIC BACKGROUND

### University of Derby

(2018 - 2019)

Major: Finance

### EU Business School

(2017 - 2018)

Major: Business Administration

- Magna Cum Laude 3.6 GPA
- Class President 2017-2018
- Course Project on "Investment Decision with comparison of two UK companies"
- Thesis Topic: Smart Cities - "The only sustainable Urban development"

## HARD SKILLS

Microsoft excel ● ● ● ● ●

Microsoft Office ● ● ● ● ●

Cash Flow analysis ● ● ● ● ●

Accounting ● ● ● ● ●

Gantt Chart ● ● ● ● ●

## SOFT SKILLS

- Critical thinking
- Team work
- Communication
- Focus & Determination
- Creativity

## LANGUAGES

English: Fluent

Spanish: Intermediate (B1)

Serbian: Native

Croatian: Native