

DIJANA JANKOV

SALESFORCE ADMINISTRATOR

Motivated individual with a strong work ethic and working independently. Strong organizational and team collaboration skills with experience in improving processes. Skilled at using educational knowledge and industry expertise to achieve cutting-edge results. Ready to develop new skills and grow knowledge by gaining practical experience. Quick learner familiar with common software applications and research methodologies

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Phone: (+389) 76839575

Location : Bitola, N. Macedonia



EXPERIENCE

March 2022 -

Account Representative on Salesforce Platform as a User - Collector, working in Service Salesforce Cloud with Cases, Print PDF Documentation on Conga Composer, Collecting Data from Reports and Dashboards

November 2021 - February 2022

Intern | karpa of Europe Working on Real Projects as Full Stack Developer
Vue.js

EDUCATION

April 2022 - Juni 2022

!IWConnect · Full-time

Assist in managing users, roles, profiles and permission sets
Build custom reports and dashboards
Create and customise fields and objects
Import/Export Standard and Custom objects
Create sharing and validation rules
Process automation through flows
Problem-solve job-related issues.

Skills: Understanding of Organisational Relationships · Data Management · Ability to Translate Ideas into Processes · Flexible Communication and Leadership Skills. Understanding of the Sales Process · Salesforce Resourcefulness · Project Management & Organisation · Organisational Strategy and Optimisation · Developer Mindset · Process Building

October 2019 - September 2020

INTERWORKS EDUCATION CENTER

Developing application frameworks in .NET

Part 1: C# Fundamentals Object-Oriented Programming Concepts with C# and .NET Relational database development & design(SqlServer) Advanced C# development Code versioning and management Backend Web development
Part 2: Introduction to HTML Introduction to CSS Responsive design JavaScript and JQuery Angular 8 with TypeScript

SKILLS

Professional:

- Enthusiastic team spirit
- Meeting deadlines
- Strong sense of personal accountability
- Learnability person
- Problem-solving person

Technical:

Salesforce
HTML5
CSS 3
JavaScript
jQuery
Vue.js
MySQL
Bootstrap 4
• Seo, Google Analytics

HOBBIES

- Fitness Training
- Mountain Climbing
- Cycling
- Food Decorating

EDUCATION

September 2019 - November 2019

InterWorks Education Center

SCRUM METHODOLOGY

AGILE METHODOLOGY SCRUM PROCESSES AND PHASES IN SCRUM ROLES IN SCRUM PRODUCT BACKLOG WORKING WITH JIRA DAILY SCRUM MEETING
PRODUCT BACKLOG (GROOMING) SPRINT PLANNING
MEETING SPRINT REVIEW MEETING SPRINT
RETROSPECTIVE MEETING RESOLVING IMPEDIMENTS IN SCRUM SCRUM VS. TRADITIONAL PROJECT MANAGEMENT

August 2020 - March 2021

Microsoft, MTA

MTA DATABASE ADMINISTRATOR FUNDAMENTALS

December 2020 - October 2021

Neting School

WORDPRESS DEVELOPMENT

WordPress Development: Prepare Hosting, Servers and Install WordPress Migrating WordPress for Staging and Development Premium Themes, Frameworks and Child Themes, Build a Specialized Homepage Site, Build a Scrolling Homepage Site, Custom Post Types with the Author Pro Plugin, Managing Updates, Security and Speed, Local Install - Install WordPress on your Computer, The Gutenberg Editor, WordPress Settings Themes, Plugins and Widgets Website Content with Posts and Pages.

The Homepage, Creating the Legal Pages, Website Navigation, WordPress Security, Some Important Plugins, WordPress Site Structure, Build a Brochure Site, Build a Blog Style, Homepage Site, Creating the Business Site, Create the HybridSite

E-Commerce:

WooCommerce Plugin, Settings Custom, Post Types in WooCommerce Account, Cart and Checkout Pages, Payment Systems and Inventory Shipping and Digital Delivery, Free Product and Store Customizations, Marketing List Sync and Store Emails

Web development:

CSS 3, JavaScript, JQuery, Bootstrap 4, Digital Marketing, SEO, Google Analytics

October 2004 - October 2009

University St Kliment Ohridski - Bitola

LANGUAGES

- Macedonian (Native or Bilingual)
- Croatian (Limited Working)
- French (Elementary)
- Serbian (Professional Working)
- English (Professional Working)
- Swedish (Elementary)