



## OLGA VULKANOVSKA

GRADUATE ENGINEER (DI) IN  
ELECTRICAL ENGINEERING AND  
INFORMATION TECHNOLOGY

AREA OF STUDIES:  
TELECOMMUNICATIONS

## LANGUAGES

Macedonian: native  
English: professional  
German: B2  
Serbian, Croatian: good

## SKILLS & ABILITIES

MCSA, MCITP, Microsoft Server  
2008 R2, 2012, 2016, Microsoft  
Exchange 2010, Zimbra Mail,  
PowerShell, AntiVirus, VMware,  
HyperV, Cisco Routers, Switches,  
VoIP apps, Remote Tools, HTML,  
CSS, Bootstrap, Microsoft Office  
packages & 365, Adobe  
Photoshop, Microsoft SharePoint,  
Jira, Trello, cPanel, WordPress,  
Google Tools for Digital Marketing,  
Keyword Tools.

## CONTACT INFO

Address: Franklin Ruzvelt 5a  
1000 Skopje, N. Macedonia  
T: +389 75 337 926  
E: vulkanovska\_olga@yahoo.com

## EXPERIENCE

### Vipper.com

07.02.2022 – 08.07.2022

Digital Marketing Specialist

(I resigned due to irregular payment of salaries and due to the fact that the employees have not received salary for 3 months.)

### VOX TENEO

07.12.2021 – 06.02.2022

Scrum Master

### BENDISA, BITOLA

01.09.2020 – 01.11.2021

WordPress, SEO, Content writer in English and Macedonian

### MACEDONIAN POST, SKOPJE

01.10.2010 – 10.06.2019

System Engineer

### PERSONAL ASSISTANT OF CALIVITA'S EXECUTIVE MANAGER IN NETWORK MARKETING ZDRAVE KOLEV

01.11.2012 – 01.04.2015

WordPress, Web Design, Affiliate & Internet Marketing

### T-MOBILE MACEDONIA

01.07.2008 – 01.09.2008

Practice

## EDUCATION

### DEUTSCHAKADEMIE WIEN

JANUARY 2019

Intensive Course ÖSD B2

### GOETHE ZERTIFIKAT B1 ACHIEVED

SEPTEMBER 2015

### SEMOS EDUCATION

2011– 2012

Microsoft Server Courses | MCSA, MCITP

### CENTER FOR FOREIGN LANGUAGES

2004– 2006

A1 & A2 German Language Courses

## EDUCATION

**ST. "CYRIL AND METHODIUS" UNIVERSITY  
FACULTY OF ELECTRICAL ENGINEERING AND  
INFORMATION TECHNOLOGIES, SKOPJE**

OKTOBER 2002 – JUNI 2009

Area of studies: Telecommunications Diploma Theses:  
"Risk Analysis in Project"

## DIGITAL MARKETING SPECIALIST

Creating Campaigns / Ads in English and German language in Google Ads (Google AdWords) & A/B tests. Facebook Ads. Experience / working with Google Analytics, Google Tag Manager, Google Data Studio - creating reports for the Management team, Google Keyword planner, Google Trends, WordStream, SEMrush, Hotjar, HubSpot. Working in all WordPress sites of Vipper.com, Administrator Role - creating pages with Elementor, HTML, CSS, JS, Yoast SEO, updates. Import / Export pages, posts, etc. WordPress Backups using plugin for backups. SEO on the website.

## EXPERIENCE WITH WORDPRESS WEBSITES

Domain registration of one of the service providers. Installation of SSL, WordPress, plugins, WordPress themes, as well as uninstall of everything that is not needed through cPanel. Updates of everything needed. Website design such as menu (header, footer), layout, colors, fonts, content and everything else needed. Use HTML, CSS, JS. Setting Google Maps on the page as well as creating your own google maps through My Maps and placing it on the page. Compression of videos, images. Import / Export of products, content. SEO of pages, posts, products, images, videos, documents, tags, categories and everything else using the Yoast SEO plugin. SEO Checker. Keyword tools like BrightEdge, SEMrush, Google Keyword Planner, free keyword tools. Google Marketing Tools - Google Analytics & Google Tag Manager & Google Optimize & Google Ads - installation, integration & settings, Ahrefs. Make the site responsive. Elementor, Brizy, WPBakery, Gutenberg, Classic Editor for building a website. WooCommerce for store, products i.e. e-commerce plugin. Creating a contact form on the page. reCAPTCHA v3. Loco Translate plugin. Polylang plugin for multiple language pages, installation and linking of pages, posts, pictures, and everything else that was required for the page to be built professionally.

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**PROJECTS**

Examples of several projects from my last work at the Media Agency Bendisa that are mine and the team's:  
bozinovski.com.mk, novomatrix.mk, rostfrei-mi.com,  
kartomel.com.mk, angelaalfa.com, yasdesigner.com,  
evrostil.com.mk

**EXPERIENCE AS A SYSTEMS ENGINEER**

Administration of Active Directory, Managing Users, Service Accounts, Groups, Computer Accounts with Group Policy, AD DS Domain, Managing Sites And Active Directory Replication, tracking Active Directory, Directory Service Continuity, Planning and Configuring IPv4, DHCP (Configuring DHCP scopes, DHCP options, DHCP database, DHCP security, DHCP server role), DNS (Configuring DNS zones, DNS zone transfer), Configuring VPN Access, Overview of Network Policies, Configuring Direct Access, Controlling and monitoring network storage, Managing file types on network storage, Installing and maintaining network equipment, cabling, Phone Support, Installing OS on computers, Settings, Microsoft Exchange 2003, 2010 create, configuring, manage mailboxes for users, and other things related to my position as a systems engineer.

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**ADDITIONAL INFORMATION**

DATE AND PLACE OF BIRTH: 14.10.1983 in Bitola, N.Macedonia  
DRIVING LICENCE: B

**REFERENCES****PETAR GLIGOROVSKI, CEO AT BENDISA**

T: +389 70 440 262

Ms. Olga Vulkanovska worked in our company from  
September 2020 up to November 2021.

Her employment position was Content Management and SEO  
Expert. Because of her technical knowledge of WordPress, she  
took a part in building WordPress pages using WordPress page  
builders.

From the first day of her employment, I was amazed by her high  
capacity for absorbing new knowledge and putting it into  
practice. In addition to the technology challenges she  
understood the importance of teamwork, the company  
processes, and from the beginning, she became a fully  
productive, collaborative, and very important member of our  
team.

If I am to emphasize one of her obvious talents as a great worker  
it will be her dedication to the success of the project: one can  
simply assign her a task and be certain the task will be realized  
with high performance. Our team will remain sincerely grateful  
to Olga for her great contribution to the rise and development  
of our company in general.

Overall, Olga is a perfectionist. I would sincerely recommend  
her for any Content Management and SEO Expert position in a  
software development company.