

CV



Name and Surname Menche Grozdanova Blagoevski

Occupation Master in Economics of MBA Management

Graduated professor of English language and literature

Date of birth 09.05.1982

Place of birth Kavadarci, R.Macedonia

Home address Boro Petrushevski 24 Center, Skopje

mob. +389 70 394 660

E-mail: mence_g@ yahoo.com

EDUCATION

- **2011** Master in Economics of MBA Management
- **2008** Postgraduate studies MBA Management at the Faculty of Economics - Skopje University Ss. Cyril and Methodius - Skopje
- **2007** Graduated professor of English language and literature at the Faculty of Philology – Skopje University Ss. Cyril and Methodius - Skopje
- **1999/2000** Secondary school- gymnasium

WORK EXPERIENCE

- **May 2018 – until now** Team manager in Winner Life Insurance Company, planning and implementing activities and obligations in collaboration with immediate manager. Preparing life assurance, recruiting, training and supervising sales agent offers.
- **2017-** Freelance translator for the needs of HALK BANK Skopje
- **2016 -** Freelance translator for the needs of notary VESNA DONCHEVA
- **June 2017 –June 2019** maintaining Facebook and Instagram pages, writing public messages, making brochures and monthly promotional product newspapers, preparing marketing plans, organizing promotional lectures for Green Master Macedonia Skopje and Green Master Serbia, Belgrade (contract of action);
- **May 2016 - October 2017** –messages preparation and tools for involvement of stakeholders at the central and local level in the process of preparation of several planning documents for water management, preparation of project visibility materials and introduction of the public about the significance of the reforms in the water sector within the project "Development of National Water Study" (project of the Ministry of Environment and Physical Planning

through the EU IPA funds), engaged with a contract of work from Eptisa Spain, Central office for Southeast Europe Belgrade;

- **August 2016 - March 2017** - responsible for public relations and the process of public participation in the impact assessment procedure on environment of Regional Waste Management Plans for the Vardar, Pelagonia, Pelagonia and Skopje regions, making invitations for workshops, organizing workshops and events for raising public awareness (project of the Ministry of Environment and Physical Planning through EU IPA sources), engaged with a contract of work through Adamisent DOO Skopje;
- **February 2016 - August 2016** - responsible for marketing and public relations, preparation of announcements for Facebook page, preparation of text for promotion of products and services in Auto House, Skopje;
- **September 2007 - January 2016** - Owner of a private school for foreigner languages – English Teacher
- **September 2010 - June 2009** English Teacher in secondary school in Mihajlo Pupin Skopje
- **February 2008 - June 2009** English Teacher in secondary economics school Arseny Jovkov Skopje
- **January 2008 - December 2008** – Part time of English classes in the Ministry of Environment and Physical Planning, Skopje;
- **2006** - Freelance translator for the needs of TABAK Insurance Skopje (today SAVA);
- **May- October 1999** - babysiter in London, England 5 months

COMPUTER SKILLS

- Microsoft Office (word, excel, power point), Internet, mail, Adobe, Instagram, Twitter

LANGUAGES

- English Language
- Albanian Language
- French Language

IN ADDITION

- Skills for Success (Education Center of Pivara Skopje conducted by Motiva)
- Certificate for Team Leader from Academy for Team Leader conducted by Winner Life Insurance Skopje and Insight

- PR certificate (certificate for completed public relations training from Smart Events)
- PR Digital Marketing certificate (Brainster's digital public relation training certificate)
- Court translator from Macedonian into English and vice versa
- Court translator from Macedonian into Albanian and vice versa
- Certificate for accountant
- Driving licence B

PERSONALITY

Positive, Communicative, Self-Initiative, Organised, Creative, Dynamic, Flexible, Capable of Teamwork, Responsible for assigned responsibilities and achieving set goals, professional in working with a desire for education, retraining and career advancement.

Skopje,

Menche Grozdanova Blagoevski