



# Biljana Kostadinova Stojchevska

## Details

### Address

str. 3 Makedonska brigada no.  
43/1-11, Skopje

### Phone

071/249-993

### Email

kostadinova.biljana@gmail.com

## Skills

Manual Testing

Automated Testing

Functional Testing

Agile Methodologies

Test&Feedback

Selenium

Microsoft Office

Good organizational skills

Communication Skills

Ability to Work in a Team

Ready to learn new skills

Analytical approach

Precision

Accuracy

Honest and Reliable

## Languages

English

## Profile

Passionate junior tester with high motivation to succeed in quality assurance testing

## Employment History

### QA Tester, Test IO Community

Aug 2020 – Present

- manual testing of web sites, ios apps and android apps;
- composing bug reports for functional bugs, content bugs, visual bugs and usability bugs, according to the Test IO Academy rules;
- testing user stories;
- reproducing bugs of fellow testers with different devices.

### Head of Legal Department, Macedonian Academy of Sciences and Arts

Dec 2018 – Present

- continually monitoring of the legislation and implementing of the legal obligations;
- preparing and revision of agreements, intern regulations and documentation;
- leading procedures of new employments and employee promotions.

### Head of Legal Department, Toplifikacija Group

Nov 2013 – Dec 2018

- leading of proceeding in the international arbitration court;
- cooperation and monitoring of the lawyers who represented the companies of the Group;
- organizing the cooperation with public notaries, enforcement agents and court.

### Assistant for legal affairs, Toplifikacija Group

Mar 2008 – Nov 2013

- leading proceedings with the customers of heat energy;
- registration of changes in trade registry;
- preparing documentation and leading of public procurement procedures.

## Education

### Semos Education , ISTQB Agile Tester (training)

Jul 2020 – Aug 2020

### Semos Education, ISTQB Software Testing Foundation (training)

Jun 2020 – Jul 2020

### Ministry of justice of the Republic of Macedonia, Admitted Bar

Jun 2014 – Oct 2014

### University "Sv. Kiril i Metodij" Skopje, Law Faculty, Graduated Lawyer

Oct 2003 – Nov 2007