



Personal information

First name(s) / Surname(s)	Zaklina Ivanovska
Address(es)	Stiv Naumov 120, 7000 Bitola
Telephone(s)	+389 78 257 986
E-mail	zakis@journalist.com
Nationality	Macedonian
Date of birth	18.08.1975

Occupational field	Human Resources, book store selling, translating redacting books, writing articles
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Education	1994 - 1998 Faculty of Journalism - University of „Cyril and Methodius“- Skopje
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Work experience

2021-2022	Book translation from Serbian language to Macedonian language for “Ikona”
2018-2020	Cermat DOO - Human resources officer
2007-2015	Manager – Bookstore “Glagoli” – Bitola; Seller – Bookstore “Ikona” - Bitola Book translation from Serbian language to Macedonian language for “Ikona” - (3) books; Responsible for book program, promoting , selling, administrative work;
2000-2006	Program assistant in Youth cultural centre Bitola; Culture and civil society activities (field work with talented youth, marginalized groups, organizing festivals, events, public debates, editing newspaper THE KULT, editing documentary films, est.

Other working experiences

2004	A journalist in weekly “EGO”;
2004	Voice of University „St. Kliment Ohridski“- journalist;
2001	Pollsters Strategic Marketing and „Brima Gallup“ – Skopje;

2000	Editor of the Journal of Ecology and Communal Source;																																								
2000	Journalist - Bitola correspondent for the national magazine „Focus“;																																								
2000	Volunteer correspondent in „Macedonia Today“ and „Facts“;																																								
Personal skills and competences	Great communication Great organizing skills and time management Proactivity, advising, and coaching Flexible and active listening Critical thinking and emotional intelligence Team-player and self-motivated Curious and fast learner																																								
Native language	Macedonian																																								
Other language(s)	English , (understanding)																																								
Self-assessment																																									
European level (*)																																									
Language																																									
Language																																									
	<table><tr><th colspan="4">Understanding</th><th colspan="4">Speaking</th><th colspan="2">Writing</th></tr><tr><th colspan="2">Listening</th><th colspan="2">Reading</th><th colspan="2">Spoken interaction</th><th colspan="2">Spoken production</th><th colspan="2"></th></tr><tr><td>English</td><td>B2</td><td></td><td>B2</td><td></td><td>B1</td><td></td><td>B1</td><td></td><td>B2</td></tr><tr><td>French</td><td>A2</td><td></td><td>B1</td><td></td><td>A2</td><td></td><td>A2</td><td></td><td>B1</td></tr></table>	Understanding				Speaking				Writing		Listening		Reading		Spoken interaction		Spoken production				English	B2		B2		B1		B1		B2	French	A2		B1		A2		A2		B1
Understanding				Speaking				Writing																																	
Listening		Reading		Spoken interaction		Spoken production																																			
English	B2		B2		B1		B1		B2																																
French	A2		B1		A2		A2		B1																																
	(*) Common European Framework of Reference for Languages																																								
Technical skills and competences	Microsoft Office Package Google/Gmail Package SEO content writing Social media management (and ads) Basic HTML/CSS and WordPress Internal HRM software Administrative work																																								
Driving licence	B																																								