


# Agrina Haxhimehmeti

Date of birth: 25/07/2003


Nationality: Kosovar

Gender: Female

## CONTACT

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## WORK EXPERIENCE

Kosovo

### Officer

Western Union

During my time at Western Union as a summer job for three years in a row, my responsibilities have been transferring money for our clients, bill payments, tax payments, debt payments, and other services that Western Union offers. These tasks can not be completed without having genuine communication with clients and therefore having the ability to gain them as new customers.

## EDUCATION AND TRAINING

**2009 – 2018** – Pristina, Kosovo

### Elementary School Graduate

Sh.f.m.u "Xhemail Mustafa"

Gain of basic general knowledge.

**Address** Pristina, Kosovo | **Final grade** 5.0

**2018 – 2021** – Pristina, Kosovo

### High School Graduate

Gymnasium "Xhevdet Doda"

In a natural sciences gymnasium, I was able to focus on an advanced level of math and science.

**Address** Pristina, Kosovo | **Field of study** Natural sciences, mathematics and statistics | **Final grade** 4.82

**2021 – CURRENT** – Pristina, Kosovo

### Sophomore

Rochester Institute of Technology Kosovo

Developing a critical understanding of the issues associated with using computing systems and their impact on business processes and project management.

**Address** Pristina, Kosovo | **Field of study** Information and Communication Technologies

**2010 – 2018** – Pristina, Kosovo

### English Course A1-C1 student

Oxford Studio - English Learning Center

**Address** Pristina, Kosovo

**2019 – 2020** – Pristina, Kosovo

### German Course A1-B1 student

Britannica ELT

**Address** Pristina, Kosovo

**2020 – 2020** – Pristina, Kosovo

## ● Toefl Preparation Course student

Smart Center

I have passed successfully the Toefl exam (Test of English as a Foreign Language) with a total score of 94.

**Address** Pristina, Kosovo

**2018 – 2019**

## ● Workshop

UNICEF

During a 3 day workshop, I was able to develop communication, entrepreneurship, leadership, and critical thinking skills.

**2022 – 2022** – Pristina, Kosovo

## ● Workshop

GrowthTank

During this workshop, I learned how to grow a business through Social Media Content & Advertising.

**Address** Pristina, Kosovo

**2022 – 2022** – Pristina, Kosovo

## ● Training

Innovation Centre Kosovo

During this training, I acquired soft skills, business & finance skills, and digital marketing skills.

**Address** Pristina, Kosovo

**2022 – 2022** – Pristina, Kosovo

## ● Training

A.U.K. Training & Development Institute

**Address** Pristina, Kosovo | **Field of study** Java Programming

## LANGUAGE SKILLS

**MOTHER TONGUE(S):** Albanian

**OTHER LANGUAGE(S):**

English

**Listening**  
C2

**Reading**  
C2

**Spoken  
production**  
C2

**Spoken  
interaction**  
C2

**Writing**  
C2

**German**

**Listening**  
B1

**Reading**  
B1

**Spoken  
production**  
B1

**Spoken  
interaction**  
B1

**Writing**  
B1

## DIGITAL SKILLS

### My Digital Skills

Microsoft Office / Microsoft Word / Microsoft Powerpoint / Microsoft Excel / Social Media (Facebook, Twitter, Instagram, LinkedIn) / Google Suite (Gmail, Google, Google Drive, Google Slide, Google Docs, Google Forms, Google Meet) / Programming - Java

### Personal skills

Organizational and planning skills / Decision-making / Team-work oriented / Good listener and communicator / Motivated / Ability to Work Under Pressure / positive thinking / Creativity and problem solving / Efficient multi-tasking

## HONOURS AND AWARDS

**2022**

**Certificate of Attendance** – A.U.K. Training & Development Institute

To certify that I successfully accomplished all workshop's requirements, and am hereby awarded with the certificate of attendance for Java Programming.

**2022**

**Certificate of Attendance** – GrowthTank

To certify that I successfully attended the workshop on Grow your Business through Social Media Content & Advertising.

**2022**

**Certificate of Attendance** – Innovation Centre Kosovo

Certifying that I successfully attended the "Shaping The Future" training.

**2021**

**Scholarship Winner** – Rochester Institute of Technology Kosovo

Winner of the "President's Scholarship" award.

**2020**

**Certificate of Appreciation** – Xhevdet Doda

I have been honored with this certificate for exquisite behavior and excellent academical achievements.

**2019**

**Certificate of Recognition** – Generation Unlimited

As a special recognition of being a Generation Unlimited Youth Challenge global finalist.

**2019**

**Certificate of Achievement** – Oxford Studio - English Learning Center

To certify that I completed the Cutting Edge Advanced: C1 CEFR Standards course of English language outstandingly.

**2018**

**Certificate of Appreciation** – Generation Unlimited

For successful completion of training in social entrepreneurship as part of the Generation Unlimited Youth Challenge.

## HOBBIES AND INTERESTS

### First League Volleyball Player

I've participated in different contests on behalf of my club, then my school and have succeeded in most of them by being chosen as the captain of my team. I've always felt that volleyball has served me as a great tool to always aim for more and work harder.

### Hip-hop dancer

I joined a dancing club that was based on charity work for "SOS Fshati" in Prishtina. Our dances were part of the fundraiser project, which was serving to help orphanages in Kosovo become a bigger and

more comfortable home for orphan children. While participating in such a project, I felt like I was able to make changes for others.

## **Painter**

I was chosen to paint the murals of both my elementary school and university as I came up with creative ideas for them. I also participated in a trafficking awareness painting contest on behalf of my school and in many other exhibitions, which helped me see how passionate I could be about an interest.

## **VOLUNTEERING**

**2019 – 2019**

### **"Komshok" Project**

After winning a considerable grant from the worldwide organization Unicef, my team and I were able to implement the non-profitable project called "Komshok" which helped pupils with hearing and speaking disabilities improve their academic intellect. Based on my personal leadership skills I was chosen as the project leader. The project "Komshok" represented Kosovo in the international competition of "Generation Unlimited" founded by Unicef.