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 B, C, D, E Category

ABOUT ME

An analytical and a person who tends to maintain a professional relationship in work and working.
Organized, tactically and fully devoted to the taken responsibilities.

Excellent knowledge of the latest trends in information technologies and information security. A constant desire for new challenges and technical solutions in the functioning of information systems. Always motivated for professional development, acquiring new knowledge and skills.

EDUCATION

Master education/Engineering of information technologies
Alpha BK, Faculty of Information Technologies
 Finished 2018.

Professional education/AUDIT SPECIALIST and IT SYSTEM CONTROL
Forum-Media Group Germany
 Finished 2017.

CERTIFICATES

HIGH EDUCATION PROFESSIONAL EXAM FOR WORKERS ON FIRE PROTECTION JOBS
Ministry of Internal Affairs
 Finished 2019. Year

INTERNAL VERIFIER OF MANAGEMENT SYSTEM ISO/OSSC 9001, 14001, 27001
IBI-Institute for Improvement of business
 Finished 2017.

WORK EXPERIENCE

Engineer for computer systems

Institute for Biocide and Medical ecology, Belgrade, in continuous working relationship since 2016.

Description of Business liabilities:

- Drafting internal acts in the field of information security under the Law on Information Security;
- Organization and participation in the internal checking of IT systems;
- Elaboration of IT risk register and design of IT risk management plan ;
- Manages the security of information through classification, exchange control, and information access control;
- Organization and participation in training and educating employees, in the field of information security;
- Organization and participation in the selection, testing and implementation of technical, physical and organizational measures of protection, equipment and data;
- Coordinator for Standard 27001- management of information security;
- Production of written records, policies, procedures and records in accordance with the ISMS 27001 standard for information security management;
- ISMS 27001 Internal VERIFIER for Information Security Management Standard;
- Global data backup management;
- Development of procedures for functioning of IT systems in case of emergencies and development of plan for recovery of IT Systems;

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SKILLS

Excellent knowledge of MS Exchange, Office365, Onedrive Exchange, LibreOffice, and other document management systems;;

Excellent knowledge of photo and video processing systems Adobe Photoshop, CorelDRAW, SONY Vegas, DxO and similar like;

Excellent organization of RICOH, Toshiba, Konika and similar printing optimization systems.

Excellent organization of operating systems, server solutions, application solutions and data storage in Microsoft Azura



- Securing digital identities and certificates in the IT system;
- Monitoring and analysis of user needs and system requirements, on the basis of which it proposes to modify or upgrade the IT system
- Take measures to ensure timely provision of spare parts
- Installation and maintenance of integrated systems, system software and operating systems services, systems for providing information and communication services - e-mail, Internet, web site and others;
- Organizing and conducting training for users in the use of computer and network equipment, systems, web portals, websites, presentations;;
- Providing technical support to users of information systems and cooperation with technical support;
- Set up and maintain databases, create reports, interfaces and software applications in the selected client - server database management system;
- Organizing and conducting user training on database usage, navigating through applications and their commands, entering and editing data, obtaining reports
- Providing expert support in designing the logical structure of information systems, databases, reports;

IT expert on jobs on adaptation of Embassy of Republic of Serbia in Berlin, Germany

LSC Consulting, Belgrade, employed from 2014. to 2015.

Description of Business liabilities:

- Defining, presenting, implementing and deploying integrated systems for computer and network equipment, servers, computer workstations, cable and radio connections, print optimization systems, video surveillance systems, digitization of archived documents and access control systems;
- Development of technical specifications, written documentation for projects and user solutions;
- Analyzing the security of these systems for the purpose of risk assessment
- Planning and participating in the training of employees and users of these systems;
- Collaboration with external entities in the design and maintenance of security systems and hardware and software suppliers to meet established technological standards;
- Administration of Wordpress web applications