



## Sanja Stanisic

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**Home:** Zivka Davidovica 90, 11050 Belgrade (Serbia)

### WORK EXPERIENCE

#### Data analyst

**Faculty of Mathematics - University of Belgrade** [ 08/2021 – Current ]

**City:** Belgrade

**Country:** Serbia

**Website:** <http://ispitivanje.math.rs/index-en.html>

**Email address:** [ispitivanje@math.rs](mailto:ispitivanje@math.rs)

**Name of unit or department:** Department for Examination and Control

Data analysis aimed at verifying fairness of the games of chance in the process of their certification: in-depth testing of return to player rate and random number generation. Testing includes both the supplier side, to verify the accuracy of specifications declared by the developers, and the vendor side, to confirm the fairness and transparency towards players.

#### Adviser to the Mayor for International and Public Relations

**Municipality of Bar** [ 04/2007 – 05/2016 ]

**City:** Bar

**Country:** Montenegro

**Website:** <https://bar.me/>

**Email address:** [opstinabar@bar.me](mailto:opstinabar@bar.me)

- Establish and develop relations with local and national media; develop communication strategy and action plans; prepare and organize press conferences; prepare public announcements and press releases; update the municipal web site; draft speeches, write scene setters and fact sheets for public events; write content for municipal promotion/project documentation; be in charge of dissemination of best practices (e.g. eMunicipality), organize various public events (meetings, conferences, round-tables, sports & cultural manifestations etc.); ensure media coverage for all manifestations supported by the Municipality; perform quantitative and qualitative media content analysis; interpret and translate from/into English and Italian.
- Establish and develop relations with foreign organizations, EU bodies and institutions, diplomatic and consular offices in Montenegro, and local and regional governments and bodies; run the project preparation and implementation team and be in charge of: preparing guidelines related to the municipal participation in international projects, managing and monitoring the implementation of internationally funded projects, and reporting on projects' progress and implementation.

#### Public Relations and Media Manager

**International Relief and Development – Montenegro Office** [ 01/2006 – 04/2007 ]

**City:** Budva

**Country:** Montenegro

Establish and develop relations with local and national media; ensure that the public are informed about the goals and objectives of the Community Revitalization through Democratic Action (CRDA) Program implemented by IRD and funded by USAID; prepare and organize press conferences; prepare all public announcements and public events; regularly update and maintain IRD Montenegro's website; prepare inauguration fact sheets and accompanying information sheets for the Chief of Party and USAID/ State Department representatives; prepare monthly and semi-annual reports; be responsible for all IRD Montenegro media campaigns; prepare all promotional material and/ or TV/ Radio bulletins.

#### Freelance interpreter/translator

[ 01/2005 – 01/2006 ]

**Country:** Montenegro

Simultaneous & consecutive interpreting, translating from/into Italian, consecutive interpreting and translating from/into English for different organizations such as: Parliament of Serbia and Montenegro, Parliament of Italy, Council of Europe, OSCE, International Parliamentary Union, Forum of the Adriatic – Ionian Chambers of Commerce, Forum of the Adriatic - Ionian Cities, Montenegrin Ministry of Tourism, Tourism Organization of Montenegro, Municipality of Bar, Montenegrin Chamber of Commerce, Italian Institute for Foreign Trade etc.

**Press Attaché, Assistant to the Consul General**  
**Consulate General of Italy** [ 05/2002 – 01/2005 ]

City: Podgorica

Country: Montenegro

Manage the Consul-General's office providing timely and responsively administrative and research support; organize various types of meetings, receptions, events (concerts, presentations, lectures...); establish and manage the relations with national media, draft press releases, prepare daily press reviews; prepare drafts of various documents, supported by research in public, cultural and economic affairs; provide official simultaneous/ consecutive interpreting and written translations from/ into Italian.

## EDUCATION AND TRAINING

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**Master degree in Data Science**  
**University of Milan Bicocca** [ Current ]

City: Milan

Country: Italy

Website: <https://www.disco.unimib.it/en/teaching/educational-offer/master-degree-data-science>

**Graduate teacher of Italian Language and Literature**  
**University of Belgrade - Faculty of Philology**

City: Belgrade

Country: Serbia

Website: <http://www.fil.bg.ac.rs/>

**International Baccalaureate – Bilingual Diploma**  
**United World College of the Adriatic**

City: Duino (Trieste)

Country: Italy

Website: <https://www.uwcad.it/>

## LANGUAGE SKILLS

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Mother tongue(s): **Serbian**

**Other language(s):**

**English**

**LISTENING C2 READING C2 WRITING C2**

**SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2**

**Italian**

**LISTENING C2 READING C2 WRITING C2**

**SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2**

**Spanish**

**LISTENING A1 READING A2 WRITING A1**

**SPOKEN PRODUCTION A1 SPOKEN INTERACTION A1**

*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

## DIGITAL SKILLS

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Advanced MS Office skills (Word, Excel, Power Point, Outlook)

**Programming skills**

Advanced programming skills (Python, R) / Intermediate programming (SQL) / Basic programming (SAS, SPSS)

## **Social media**

Facebook, Twitter, Instagram

## **TRAININGS**

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### **Additional Trainings**

**London School of Public Relations – international edition**, Herceg Novi, Diploma LSPR

**European School of Protocol**, Brussels, Certificate – International Diplomatic and Business Protocol

**Business Start-up Centre, Bar**, Certificate - Preparing, Monitoring and Applying with Projects for EU Funding

**Cross Border Institution Building (CBIB)**, Belgrade, Advanced Training in Preparation of Project Proposals for EU Funding

**Montenegro Media Institute**, Bar, Certificate - PR and Communications

## **COMMUNICATION AND INTERPERSONAL SKILLS**

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### **Communication skills**

Highly developed interpersonal, communication and liaisons skills (team working, understanding others, formal etiquette) acquired while working with various international and national organizations and State authorities, two years of living and studying in an international school with representatives of more than 80 countries from all over the world and in active participation in cultural, social and sports activities. Very good presentation and public speaking skills.

## **ORGANISATIONAL SKILLS**

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### **Organizational skills**

Excellent organizational skills (time management, coordination of people and activities), strong analytical abilities (ability to identify and assess a problem, to locate and assimilate new information rapidly, to break down and understand complex content and reach independent conclusions). Lead the team of 8 people in charge of preparing/implementing EU funded projects.

## **DRIVING LICENCE**

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**Driving Licence:** AM

**Driving Licence:** B1

**Driving Licence:** B

**Driving Licence:** BE