

DJURADJ JOVICIC

djuradj123@gmail.com | 062 192 2731 | Tesarska 2a, Belgrade 11253

PROFESSIONAL SUMMARY

Enthusiastic business economics student currently pursuing a BBA degree. Excited to learn from a high-performance, successful team. Possess excellent communication, problem solving and teamwork abilities.

PERSONAL INFORMATION

Place of birth: Belgrade, Serbia
Day of birth: 27.03.1995.
Citizenship: Serbian / Croatian
Marriage status: Not married

WORK HISTORY

Live video surveillance agent / Birdseye Solutions - Toronto, ON / 05.2016 - 05.2018

- Produced reports and documents for senior team members and verified data integrity and accuracy.
- Managed wide variety of customer service and administrative tasks to resolve customer issues quickly and efficiently via telephone and email.
- Developed reputation as an efficient service provider with high levels of accuracy.

Online English Teacher / Bibo Global Opportunity, Inc. - Makati, NCR / 01.2017 - 06.2017

- Used pre-written curriculum to teach students English via remote video conferencing.
- Answered questions and encouraged learning at the individual student's pace.
- Prepared and implemented lesson plans covering required course topics

SKILLS

- Problem-solving skills
- Teamwork
- Creative and innovative
- English language fluency
- Computer proficient
- Microsoft Office expertise

EDUCATION

Osnovna škola „Kralj Petar Prvi“ - Belgrade / 2010
Elementary school:

Second Economy School - Belgrade / 2014
High School Diploma:

Singidunum University - Belgrade
BBA: Marketing and Management