

Energetic, multitasking and adaptable, English-Serbian/Serbian-English translator/interpreter with sound interpersonal, coordination and networking skills. Articulated and well educated. Functions well in complex, politically sensitive situations and under pressure with a minimum of guidance. Organized and computer-literate administrator. Seeks self-improvement and new challenges. Geographically mobile.

PROFESSIONAL EXPERIENCE

- Freelance Translator/Interpreter, Belgrade, Serbia (October 15, 2010 – present). Serbian-English/English-Serbian translator/interpreter providing consecutive and simultaneous interpretation for the most complex technical meetings, discussions, seminars, workshops and international conferences. Translating and revising various legal, civil administration, regulatory, technical, civil engineering, strategy, financial management and economic/business documents.
- Deputy Translation/Interpretation Coordinator, *The Urban Institute, (Translation/Interpretation Pool)*, Belgrade, Serbia (July 2006 – October 15, 2010). Serbian-English/English-Serbian translator/interpreter providing consecutive and simultaneous interpretation for the most complex technical meetings, discussions, seminars and workshops within the implementation of the USAID's Municipal Economic Growth Activity. Translating and revising various legal, civil administration, regulatory, technical, strategy, financial management and economic/business documents. Management of the Translation/Interpretation Pool in the absence of the Coordinator.
- Deputy Translation/Interpretation Coordinator, *Development Alternatives, Inc., (Translation/Interpretation Pool)*, Belgrade, Serbia (March 2002 – July 2006). Serbian-English/English-Serbian translator/interpreter providing consecutive and simultaneous interpretation for the most complex technical meetings, discussions, seminars and workshops within the implementation of the USAID's Serbia Local Government Reform Program. Translating and revising various legal, civil administration, regulatory, technical and economic/business documents. Management of the Translation/Interpretation Pool in the absence of the Coordinator.
- Translator/Interpreter, *United Nations Interim Administration Mission in Kosovo (Language Unit)*, Pristina, Kosovo (December 2000 – March 2002). Serbian-English/English-Serbian translator/interpreter providing simultaneous and consecutive interpretation for complex, high level meetings and discussions, including the Kosovo Transitional Council, Interim Administrative Council, highly-sensitive Joint Working Group on the Provisional Constitution for Provisional Self-Government of Kosovo and the Kosovo Assembly Inaugural Session. Translating various complicated political, legal, civil administration and regulatory documents.
- Teacher of the English Language, *Primary school "Miloje Simovic"*, Kragujevac, Yugoslavia (February 2000 – September 2000). Teaching English language, assessing students' language abilities and overall behavior. Work with children aged 11 to 14.
- Teacher of the English Language and Literature, *"Tehnicka skola za masinstvo i saobraćaj"*, Kragujevac, Yugoslavia (September 1999 – February 2000). Teaching English language and literature, assessing students' language abilities, knowledge of literature and overall behavior. Work with children aged 15 to 18.
- Teacher of the English Language and Literature, *"Prva kragujevacka gimnazija"*, Kragujevac, Yugoslavia (January 1999 – April 1999). Teaching English language and

literature, assessing students' language abilities, knowledge of literature and overall behavior. Work with children aged 15 to 18.

- Teacher of the English Language, Primary school "Djura Jaksic", Kragujevac, Yugoslavia (November 1997 – January 1998). Teaching English language, assessing students' language abilities and overall behavior. Work with children aged 11 to 14.

EDUCATION

- UNIVERSITY OF PRISTINA, Pristina, Federal Republic of Yugoslavia
English Language and Literature, BA October 1994 – November 1998
- SINGIDUNUM UNIVERSITY, Belgrade, Serbia
Master Studies in Business Economics, MSc November 2010 – July 2013

References and other information available upon request