



## Europass Curriculum Vitae

### Personal information

Surname(s) / First name(s)	<b>PAVLOVIC Sinisa</b>		
Address(es)	79, Nikole Pasica Street, 74000 Dobož		
Telephone(s)	(053) 20 22 50	Mobile:	063 81 04 64
Fax(es)	(053) 20 22 51		
E-mail	sinip.rs@gmail.com		
Nationality	Serb, BiH citizenship		
Date of birth	22 November 1967		
Gender	Male		

### Desired employment / Occupational field

**Interpreter / Language Assistant**

### Work experience

Dates	December 2004 onwards
Occupation or position held	Interpreter / Language Assistant
Main activities and responsibilities	Translation of various written documents, i.e. contracts, projects, appeals, complaints, newspaper articles. Working as interpreter during meetings, ceremonies, negotiations etc. Scheduling of meetings, making and answering phone calls and other daily office tasks.
Name and address of employer	EUFOR, Liaison and Observation Team No. 4 (LOT 4), Novosadska bb, 74480 Modrica
Type of business or sector	Military
Dates	January 1996 – November 2004
Occupation or position held	Interpreter / Language Assistant
Main activities and responsibilities	Translation of various written documents, i.e. contracts, projects, appeals, complaints, newspaper articles, inventory lists, MP reports. Working as interpreter during meetings, inspections, ceremonies, negotiations etc. Scheduling of meetings, making and answering phone calls and other daily office tasks.
Name and address of employer	IFOR/SFOR, Nordic – Polish Brigade / Battle Group – Multinational Battle Group, Vidovdanska bb, 74000 Dobož
Type of business or sector	Military
Dates	July 1989 – June 1995
Occupation or position held	Data transfer technician
Main activities and responsibilities	Installation, programming and maintenance of telefax machines and teletypes. Maintenance of teletype switchboard. Maintenance and programming of X.25 frame relay switchboard. Maintenance and repair of various telecommunication equipment, including PC computers.
Name and address of employer	PTT Bosne i Hercegovine / Telekom Srpske, 4, Svetog Save Street, 74000 Dobož
Type of business or sector	Telecommunications

## Education and training

Dates	1982 – 1986
Title of qualification awarded	Electrician – technician for telecommunication equipment
Principal subjects/occupational skills covered	Electronics, both analogue and digital, telecommunication equipment, mathematics, English language.
Name and type of organisation providing education and training	High School Centre “Djuro Pucar Stari”, Doboj
Level in national or international classification	Level 4 of ex-Yugoslavian Framework of Qualifications, ISCED 3C

## Personal skills and competences

Mother tongue(s) **Serbian**

Other language(s)

Self-assessment

*European level (\*)*

**English**

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C1	Proficient user	C1	Proficient user	C2	Proficient user

(\*) *Common European Framework of Reference for Languages*

Social skills and competences I have always worked in a team environment, consisting of both local employees and foreigners. Thus I have no problems to adapt to multicultural and interracial environment and have developed good communication skills and ability to work under pressure and in dangerous environment.

Organisational skills and competences While working in local SFOR base, and for LOT 4, I scheduled meetings with the people both in and outside the base and office, on a regular basis. I prepared and translated invitations, presentations and minutes from the meetings and was involved into many other aspects of life and work in a mixed military/civilian environment.

Technical skills and competences Ability to maintain and repair various office equipment, like fax machines, telephones and consumer electronics equipment. Huge experience in telecommunications, including POTS, ISDN and X.25 lines, telephone exchanges and frame relay equipment.

Computer skills and competences Very good knowledge of Microsoft operation systems, from MS Windows 3.1 to Windows XP. Good knowledge of MS Word and various Internet applications. Very good knowledge of IBM OS/2 Warp operation system. Ability to install and re-install various applications and operation systems and solve related problems. Excellent knowledge of computer hardware, ability to assemble, disassemble, upgrade and repair PC computers and related equipment. Ability to set up and maintain small LAN, including wireless LAN.

Other skills and competences I am Ham Radio operator since 1984, holder of European “CEPT A” licence since 1986. Member of local radio club “Doboj” since 1984.

Driving licence No driving licence.

## Additional information

For any additional information you might need, be free to contact LOT 4 in Modrica at (053) 82 09 50 or 1<sup>st</sup> Lieutenant Love Lappalainen from Swedish LOT in Doboj. I am also ready to take any kind of exam in order to prove my language abilities.

## Annexes

References from SFOR/EUFOR available upon request.