

CURRICULUM VITAE

GENERAL INFORMATION

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4. CELL PHONE:	+389 78 437 267
5. DATE OF BIRTH:	22/02/1982
6. MARITAL STATUS:	Single

7. PROFESSIONAL EXPERIENCE

Date from - Date to	Location	Company & reference person (name & contact details)	Position	Description/ Main activities and responsibilities
04/2016 - 05/2016	Bitola, Macedonia	UNDP Macedonia and Employment State Agency Bitola www.samovrabetovanje.mk Mrs. Viktorija Neshkovska	Trainer	Realized three trainings for business skills and planning for registered people in Employment State Agency who wants to open their own business. Each group consisted from 25 wannabe entrepreneurs from different sectors.
01/2016 to 04/2016	Macedonia	Marketing Agency Magno and IMB Mlekara Bitola Reference: Mr. Filip Jankulovski filipjankulovski85@gmail.com	Trainer	As a trainer the responsibility was to design and realize marketing workshops in five different regions of Macedonia. Each workshop is attend by around 50 participants from TTCs (Traditional Trade Chains – markets and grocery shops) of IMB Dairy Bitola (the biggest producer of milk, dairy products and natural fruit juices in Macedonia).
10/2015 to ongoing	Online/ Worldwide	Online learning platform © Coursera Inc. www.coursera.org Reference: Mr. Michael Goldberg meg110@case.edu	Mentor	Students following the MOOC were able to receive three hours per week of online mentoring of “Beyond Silicon Valley: Growing Entrepreneurship in Transitioning Economies” . The course is followed by more than 60.000 students from all around the world. It serves as a platform to connect, and inspire actors in entrepreneurship development.
08/2015 to 12/2015	Skopje, Bitola, Krani and Mavrovo (Macedonia)	NMSM (Nacionalen Mladinski Sovet na Makedonija) www.nms.org.mk Reference: Mrs. Ivona Krstevska ivona@nms.org.mk	Trainer and Coach	In charge of a leading trainer and realized four trainings on various topics, that endured three days. Main participants were members of the National Youth Council of Macedonia. The trainings were established based on “Strategic planning”, “Mastering Public Relations”, “Social Innovations in Entrepreneurship”, “Business Skills Training”.
10/2015 to 01/2016	Bucharest, Romania & Macedonia	Foundation BSC Bitola & The Alternative University – Romania http://www.yincubate.com	Consultant	Trainer in charge as an entrepreneurship expert in the Project of “Enabling youth entrepreneurship” under KA2 Erasmus+ Program. The fourteen days of consultancy were developed and tested a methodology

		Reference:Mrs. Rozita Talevska tica.horatiu@gmail.com		for incubation of businesses in Romania and Macedonia.
09/2015 to 10/2015	Kayseri, Turkey	LIFOS Youth Group Reference:Mr. Mustafa Yildiz www.mccerkilet@hotmail.com	Trainer and Coach	Trainer and coach in the project "ToT and Coaching for future entrepreneurship ambassadors". Planned, prepared and realized training for future CEFE trainers. There were trained 22 participants from 11 European countries. The program lasted fifteen days and was sponsored by Erasmus+ Program.
09/2015 to 10/2017	Macedonia	CEFE Macedonia www.cefe.mk Mr. Jovan Stalevski www.cefe.mk	Consultant, Project Manager	Project manager for "GET YES" http://bit.ly/GET-YES which was funded by the European Union. This project is a collaboration between five partners including Macedonia, Germany, Chile, Jamaica and Philippines. As the person in charge I'm able to foster the cooperation, as well exchange and upgrade the good practices between Partner and Program Countries in the Consortium, aimed to produce new training methods for self employment.
07/2015 to 08/2015	Thessaloniki, Greece	IFALOS – Exclusive Aquariums Production http://www.ifalos.com/ Reference:Mr. Dimitrios Kaphanas dimitrioskafanas@live.com	Consultant	The seven consecutive days in consultancy for enabling of business operations in Macedonia were filled in with activities such as Financial and Legal advices/services under Macedonian Laws, networking with business representatives and marketing companies.
06/2015	Skopje, Macedonia	Association Volunteer Center Skopje & Municipality of Kisela Voda – Skopje Reference:Mrs, Sanja Stojcheva Sanja.paunovska@gmail.com	Consultant	Conducted research about the level of entrepreneurial leaning and needs in Municipality of Kisela Voda – Skopje. Designed a strategy for entrepreneurial learning for the needs of strategic plan of the municipality 2016-2020. Consultant team: Elena Stojanovska & Jovan Stalevski
05/2015 to 10/2015	Skopje, Macedonia	Agency for Entrepreneurship Promotion of Republic of Macedonia (AEPRM) Contractor: CEFE Macedonia Reference: Mr. Marjan Stojanovski (program coordinator) marjan@apprm.gov.mk	Consultant	Prepared 4 business plans as a legal adviser for candidates applying for self-employment grant -schemes at Employment State Agencies in Macedonia.
05/2015	Vukovar, Croatia	Youth Peace Group Danube and Ministry for Social Policy and Youth - Croatia Reference: Mr. Sasa Bjelanovic (president) sasa.bjelanovic@gmail.com Contractor: Trejđ	Trainer	Co-trained, prepared, organized and realized of the training "Training for future CEFE trainers in Croatia". - Delivered 10 consecutive days of training. - Reviewed and contributed to the final report. - Assessed trainees' capacity and performance, and gave further

		Konsalting DOO Strumica		recommendation to CEFE International for their certification.
11/2014 to 09/2015	Macedonia	Contractor "CEFE Macedonia" www.cefe.mk/Investiraj Grantor "U.S. Embassy in Macedonia" Reference: Mrs. Nadica Zakula (Grant's Officer Representative) zakulan@state.gov	Project Manager, Consultant	In charge of management the project "INVEST" and successfully realized the project goals, delivered quality outputs and proper budget spending. Main activities: - Projected launch - Technically coordinated the participants - Monitored service providers - Book and budgetary monitored the activities - Documentary managed - Disseminated results
10/2014	Strumica, Macedonia	NGO "Center for sustainable and advanced education CSAE" www.csae.mk Reference: Mrs. Gordana Mishevska(President and Director) Mishevski@gmail.com	Trainer	Trainings held for 40 participants from all Europe on topic of Employment and Career. The time frame of the project was eight days from 4th -12 th of October, 2012 in Strumica, Macedonia.
06/2014	Skopje, Macedonia	Zdruzenie na studenti i mladinci so hendikep – ZSMH & USAID Macedonia project "YES Network" - Educational Development Center (EDC) Reference:Mrs. Daniela Stojanovska (President) stojanovskad@gmail.com	Coach and trainer	Four days filled in with coaching and training for a team of trainers. The project consisted advising, teaching, training and encouraging the team of trainers to be able to prepare the program exercises and the materials. Supported them in preparation and during the training course, but only in very exceptional cases appeared as trainer in front of the class. Carefully observed the performance of the candidates, using a detailed observation sheet, and gave comprehensive and detailed feed-back after the sessions.
03/2014	Bitola, Macedonia	NGO "CEFE Macedonia" Reference:Mr. Zoran Vitanov zvitanov@t-home.mk	Trainer and Coach	Delivered ten days training, reviewed and contribute to the final report for future international CEFE trainers. The participants were from Georgia, Belarus, Macedonia, Turkey, Cyprus, Bulgaria, Romania, Lithuania, Albania and Turkey.
03/2014	Skopje, Macedonia	Handimak, Tetovo www.handimak.org & USAID Macedonia project "YES Network" Reference:Mrs. Milica Trpevska mtrpevska@edc.org	Trainer	Delivered "Work Readiness Curriculum" Inclusive program for future facilitators from Macedonian NGO's.
01/2011 to 12/2013	Skopje, Macedonia	Perfume shops - Schatze Group DOO, Macedonia www.schatze.mk Reference: Mr. Dejan Spasovski (Owner)	Consultant and Trainer	Project grounded on Human Resources Development and Recruiting Marketing for the biggest chain of Perfume Shops in Macedonia. Consultancy for exploration of markets in Bitola and Strumica, opening branch stores for a period of one month.

		dspasovski@marrai.com.mk		Delivered total of 12 days in house training for services for recruiting and inaugurating personnel in branch stores in Strumica, Bitola and Skopje including the sales personnel from Schatze Group. Participants gained knowledge, skills and techniques for advanced selling process, effective sales communication, professional presentation and team work.
10/2013	Bitola, Macedonia	NGO "YMCA Bitola" www.ymcabitola.org.mk Reference: Mr. Viktor Iliev (President) viktor@ymcabitola.org	Trainer	Implemented a training course "Strengthening competencies of youth workers for reducing unemployment" under the Youth in Action Program in Bitola, Macedonia for 30 participants. The training included three parts that boosted the learning outcomes: <ul style="list-style-type: none"> - Delivered Work Readiness Curriculum to participants, as a tool for training unemployed youth in their communities, - Visited the Employment State Agency and reported the training outcomes with best practices - Wrote projects and action plans for sustainable project.
10, 2013	Skopje, Macedonia	DOOEL "EMBRA Corporation" – Skopje http://www.embra.mk/ Reference: Mrs. Blagica Rizovska (Chief Executive Director) blagica.rizoska@embracorp.com	Trainer	Co-trained in "Team Building" for 60 employees from National Bank of Republic of Macedonia www.nbrm.gov.mk The event included four sessions that addressed a variety of topics and content consisting of interactive games and a reflection of the same in terms of increased awareness of teamwork, strengthen team spirit and communication.
07/2013 to 10/2013	Thessaloniki, Greece	"United Societies of Balkans" U.S.B. www.usbngo.org Reference: Mr. Aristodimos Paraschou (General Director) Aris.usb@gmail.com	Consultant	Prepared and developed two projects that were submitted in the Youth in Action Programme for European Educational Programmes in Greece. The main goal was to research needs for project idea, finding and signing partnership agreements with organizations from Europe, the Caucasus, the Middle East and North Africa. The process of writing the project application, preparation of training program And collection and submission of required documentation.
05/2013 to 06/2013	Bitola, Macedonia	DOOEL Gnasni Deca Produkcija, Bitola Reference: Ivan Litovski ivanlitovski@gmail.com	Consultant	Ten consultancy hours were invested for shaping and checking the business idea of establishing the video production house. The activities included assessing client's personal entrepreneurial characteristics and abilities, mapping the micro and macro evaluation of the business idea in terms of the market, defining the objectives, market opportunities and threats to the business,

				needs and possibilities for development of this business in a highly developed organization.
11/2012 to 06/2013	Bitola, Macedonia	DOO "Uniko Moda", EDWARD clothing store, Bitola, Macedonia Reference: Mr. Igor Trajkovski (owner) edward_store@yahoo.com	Trainer, Consultant	Training and consultancy that implemented various activities for business development such as marketing plan and strategies for improving the penetration of the North-West Greece and South-west Macedonia markets, business plan for applying in institutions for business support, selection, recruitment of sales personnel and training and mentoring the new staff.
12/2012	Bitola, Macedonia	IPA Founds "CBCiVET Project", http://www.cbciwet.mk/training-in-bitola-effective-communication/ Contractor: Center for Sustainable and Advanced Education Reference: Mr. Igor Mishevski (Director) Mishevski@gmail.com	Trainer	Four days of training under project "Effective Communication and Presenting" for teachers from Vocational High-Schools from Macedonia (Ohrid, Struga, Bitola) and Albania (Elbasan) was implemented under IPA component between neighboring countries. Tasks included: <ul style="list-style-type: none"> - Assessed the needs of the attendees on topics for presentation and communication. - Designed of the training program and methodology. - Designed of the training materials. - Delivered two days training. - Wrote evaluation report with directions of further needs for improvement.
10/2012 to 06/2014	Skopje, Macedonia	Foundation "Center for Women Entrepreneurs" – Skopje & Municipalities of Gazi Baba, Aerodrom and Kisela Voda - Skopje Reference: Mrs. Violeta N. Manchevska Violeta.m@cwem.org	Trainer and Project Manager	Working tasks: <ul style="list-style-type: none"> - Organized and ran a project for supporting startups led by women, - Designed, prepared and realized trainings and workshops on topics: team building, goal oriented project planning, project funding, communication and presentation, cultural sensitivity/cross cultural trainings etc. donated by relevant institutions and organizations in Macedonia (Municipalities of Kisela Voda, Aerodrom, Gazi Baba, American Embassy in Skopje); - Designed and implemented business startup trainings in Skopje municipalities. - Strategically planned for applying on EU program funds;
05/2012 to 06/2012	Bitola, Macedonia	DOOEL Biomarel Shitake – Bitola www.	Consultant	Developed a business plan to justify for the expansion of activity with three new products such as shiitake in pills, tablets and tea. This business plan was applied for financial support in the Business Incubator - Bitola. Collected and processed information from the client and properly to presented in the business plan. Developed a SWOT analysis, marketing plan and financial plan. Gave appropriate guidance and ideas for construction of the business idea into a viable

				project.
05/2012 to 09/2015	Various places in Macedonia	Educational Development Center (EDC), USAID project Youth Employability skills (YES Network) Reference: Mrs. Marija Ignatova (Senior Specialist) mignatova@edc.org Mrs. Nina Babushkova (Senior Specialist) nbabuskovska@edc.org Mrs. Maja Cvetanoska mcvetanoska@edc.org	Trainer, Consultant, Observer	External consultant and trainer, implemented six days training for future facilitators from NGO and ESA centers from Prilep, Stip and Gostivar to deliver "Work Readiness Skills" program. - Implemented three trainings (Three days each) for Employment Agency in Bitola and two trainings of five days each for Youth Cultural Center (MKC) Bitola. - Observed and coached the new facilitators from ESA centers and NGO's. - Prepared, evaluated and reported the training outcome to the Senior Technical Specialist for Public - Private Dialogue and Senior Labor Market Specialist.
09/2009 to 02/2010	Bitola; Ohrid; Skopje; Tetovo; Strumica; Kumanovo, Macedonia	TAM-BAS Program and Trejd Konsalting Reference: Maja Anteska (Project director) basfymacedonia@ebrd.com	Facilitator	Role of a junior trainer in the implementation of the project "Strengthening of women entrepreneurship" - Coordinated and facilitated the realization of nine entrepreneurial trainings which took place at 6 different cities in Macedonia. - Used CEFE Methodology for facilitating the trainings - Logistics and support were present for the trainings - Communicated with the interested applicants - Performed general administrative tasks - Assisted Project Contractor in preparing reports
February 2009 – April 2012	Main office in Bitola. Regular travel to Prilep, Ohrid, Resen, Krusevo, D. Hisar, Novaci, Mogila, Krivogastani	Foundation Business Start - up Centre - Bitola (BSC Bitola) Mrs. Rozita Talevska Hristovska (Chief of Party) r.hristovska@bscbitola.org	Training Manager And Information Officer	1. Project "Idea to Business" – SPARK, Amsterdam 2. Project "Business Without Borders" – USAID Macedonia - Coordinating and facilitating training courses, events and workshops. - Maintain databases and website development. - Management of Business Plan Competitions and realizing project results. - Coordinating the support to local SME's in Pelagonia region (training, consultancy hours, incubation needs, loans support). - Maintain and development the marketing activities on BSC Bitola's social media. - Evaluation and preparing reports from consultancy and training hours. - Perform outreach communication and branding strategy of "Business without borders" project

8. EDUCATION

Date from - Date to	University	Faculty	Department	Title of qualification awarded
October 2002 - June 2014	University St. Kliment Ohridski – Bitola, Macedonia Bitola	Faculty of Economics- Prilep	Marketing Management	B.Sc. in Economics (Marketing Management)
October 2000- June 2002	University St. Kiril and Methodius –Veliko Turnovo , Bulgaria	Cathedra for foreign languages	French Philology	

9. TRAINING and CONFERENCES

Type	Certificate awarded
Advanced training seminars on topics: Sales, Negotiations, Entrepreneurship, Network Marketing delivered by top world professional consultants: - Eric Worre (Vienna, Austria - 26-29 June 2015) - Brian Tracy (Gevgelija, Macedonia – November 2011) - Tom Hopkins (Skopje, Macedonia – April 2010)	Certificate of attendance
“Management Consulting Essentials”. Training organized by European Bank for Reconstruction and Development and realized by consultants from “KeyPath” UK. www.ebrd.com December 2015	Certificate in procedure
Training of Trainers, Mentorship and Coached Training by Mr. Zoran Vitanov, President of CEFE Macedonia, for delivering CEFE program in Macedonia www.cefe.mk May 2009 – April 2012	Certified National Adviser and Trainer of CEFE Macedonia
Training of Trainers for delivering work readiness program in the framework of USAID Macedonia project “Youth Employability Skills” Developed by EDC www.edc.org Struga, June – July 2011	Certified trainer by EDC Washington for delivering the training program “Work Readiness Skills”
“Management for Project Managers” Bitola – May 2010 Organized by MDF Training & Consultancy www.mdf.nl	Certificate for completing course: Management for Project Managers
Training for trainers – modules and techniques how to make and lead a training (BSC Bitola) April – May 2009 Developed by CS Global www.csglobal.com	Certificate for accomplishing the training for trainers who could plan, organize, realize training, conduct the group dynamic and to evaluate.
Training for work camp leaders – Noyant d'Allier, France (may 2008) Developed and organized by Solidarites Jeunesses www.solidaritesjeunesses.org/	Certified facilitator, organizer and camp leader

10. MEMBERSHIP in PROFESIONAL BODIES

Date from – Date to	Professional body	Type of involvement	Description
September 2014 -	National Youth Council Macedonia http://www.nms.org.mk/	Trainer	Member in the pool of trainers who are delivering trainings for empowering youth In initiating democratic actions and campaigns.
January 2012 -	LYONESS Europe Gmbh www.lyoness.net	Business Partner	Recommendation Marketing Network.
May 2012 -	SALTO – YOUTH https://www.salto-youth.net/tools/toy/jovan-stalevski.2256/	Registered trainer	SALTO-YOUTH stands for Support, Advanced Learning and Training Opportunities within the European YOUTH program. SALTO-YOUTH is a network of 8 Resource Centers working on European priority areas within the youth field.
September 2009 - ongoing	CEFE International http://cefe.net/?q=fr/cefepart/users/jovan-stalevski	Adviser and Trainer, Member	CEFE stand for Competency based Economies through Formation of Enterprise and is a comprehensive set of training instruments using an action-oriented approach and experiential learning methods to develop and enhance the business management and personal competencies of a wide range of target groups, mostly in the context of income and employment generation and sustainable economic development. CEFE International is a pool of more than 10000 trainers in 140 countries in the world.

11. COMMUNITY INVOLVEMENT

	Organization	Type of involvement	Description
April 2016	Faculty of Economics in Prilep, Macedonia http://www.eccfp.uklo.edu.mk/	Guest Speaker	Seminar for Leadership and Entrepreneurship organized by LC AIESEC Prilep , Topic: Risk Management in entrepreneurial activities.
March 2016	Women Civic Initiative ‘Antiko’ www.antiko.org.mk	Conference Speaker	Presenting the possibilities and action plan for building a strong entrepreneurial ecosystem in Macedonia where in three years could triple Macedonian startups and ultimately to lead in new jobs creation and growth o GDP.
February 2016	Faculty of Electronics and Information Technology in Skopje, Macedonia http://feit.ukim.edu.mk/	Guest Speaker	Event “Month of Entrepreneurship” organized by the faculty student organization SPFEIT . Topic: Non formal education in strengthening entrepreneurship
November 2014 - ongoing	Association of citizens CEFE Macedonia – Skopje www.cefe.mk	President	CEFE Macedonia is an organization founded 2008 in Skopje, Macedonia and we work mainly with adults and organizations for promoting and raising entrepreneurship and self employability skills. The mission of CEFE Macedonia is to work towards building entrepreneurial society and teach people to be innovators and entrepreneurs.
December 2015 -	Association of Managers Macedonia	Co-Founder	Association of Managers Macedonia aims to strength the network and performance of people on management

			positions. The association is a member of SEE management associations.
June 2014	Abdullah Gül University – Kayseri, Turkey & SALTO – EUROMED www.isyec.org	Conference Speaker	Presenting the USAID Macedonia project “YES Network” at the International Symposium on Youth Employment Challenges (ISYEC) as a best practice contributing youth employment and cross-sectorial cooperation in Macedonia.
February 2014	Private high school for business administration SABA. Bitola, Macedonia http://www.saba.edu.mk/	Guest speaker and facilitator	Held 2 workshops with pupils in the private high school for business administration in Bitola. Through using non formal experiential learning participants became closer to the practical concepts of marketing science, how to make marketing strategies, using marketing mix, understand every aspect from the 4P concept, experienced how to plan, produce, market and sell real products and manage the production costs.
November 2013	French National Agency for European Education Programs in Paris, France Www.injep.fr	Conference Speaker	Presenting the Macedonian good practice of collaboration between civic, public and business organizations in empowering women in Skopje town through training for business and employment skills. Conference “Breaking Women Glass Ceiling”
August 2007 – August 2008	Association Le Creneau, Montcombroux-les-Mines, France www.lecreneau.org	EVS Volunteer	EVS (European voluntary service) Volunteer working on the project: Enhancing cultural understanding through long term volunteering.

12. LANGUAGE SKILLS

	Understanding	Speaking	Writing
Macedonian	Native Language		
English (TOEFL Ibt = 84)	Intermediate B1	Intermediate B1	Intermediate B1
French	Intermediate B1	Intermediate B1	Intermediate B1
Bulgarian	Excellent C1	Excellent C1	Excellent C1
Serbo-Croatian	Excellent C1	Excellent C1	Excellent C1

13. OTHER SKILLS and COMPETENCES

- Advanced user of MS Office (Word, Excel, and Power Point), Internet, E-mail user, social media and web admin.
- Writing business plans, and marketing strategies.
- Writing project proposals, understanding and using of **European Education Program “Erasmus +”, and SME support programs “COSME”, “HORIZON 2020”.**
- Find and use funds for projects realization, understanding and promote business supportive systems.

14. HOBBIES

- Exploring cultures – major interest in Western European countries, languages and local traditions and events. After good finished work I’m celebrating the success with trips to favorite destinations.

- I'm a fan of healthy food. I enjoy preparing salads and cocktails. Cooking relaxes me and eating with friend's distress me from the everyday tasks.
- I swim and go to the gym regularly. When there is good company I enjoy mountain hiking.
- I adore making origami and baskets. During my EVS in France, I conducted classes for basketry and origami making in local primary and high schools, and retirement house.

15. DRIVING LICENCE(S)

Available from April, 2007 (B category)