**Mina Knežević**

Sumatovacka 2, 11224 Belgrade, Serbia

minaknez@gmail.com

+381631015815, +381118055237

08th June 1991

**Education**

 **Master program** at Faculty of Organizational Science, University of Belgrade, Marketing Engineering

**University of Belgrade, Faculty of Organizational Science** – Bachelor degree – engineer of organizational science, 2013

**King City High School** – California, USA; scholarship (finished junior and senior years in 1 year), 2009

Third Belgrade Gymnasium – natural – mathematics section (2 years high school in Serbia), 2008

International school of English Language – England (UK), 2006

Center for modern skills – Friedrich Ebert Stifung, Belgrade (modules: Social democracy, Communication Skills, Ecology and Environment), 2009-2010

Coursera online courses – Introduction to Public Speaking, University of Washington

**Work and volunteer experience**

**Cisco Systems, Serbia – 2012-2013 -** Intern for a year, assistant in the marketing section for whole SEE9 region (9 countries). Working on marketing campaigns, maintaining good relationship with partners, making plans with sales, making quarter/yearly plans with marketing manager, helping in realization press conference, partner and end user conferences, evaluating and analyzing post-marketing activities and market opportunities and their impact on sales.

**Case Study Show 2012,** regional competition in resolving business case study for company Coca Cola Hellenic, the best team that presented the solution

 **Company Creative Room 2012**, solving case study for company Henkel at regional competition

**Solving Business Case Study for company Elan, Slovenia 2011** – competition was a part of 30th International conference of development of organizational science “Future Organization” that gathered the best students in the region

**Marketing manager at Sport Move company – 2011**, Belgrade, Internet marketing and sales

**President of Center for Career Development - 2009-2011** – coordinate organization, projects and teams. Started as a member, worked as PR manager and then got promoted to president position. The most famous project is *Fonklame,* advertising festival with the fundraise for the ones in need.

**“Recycleton” conference by Think Big Team, 2010 –** actions all around Serbia, collecting the electrical waste, position of an assistant and Eco Patrol with support of US embassy and USAID

**Educator and volunteer at Media Press Summit 2010** (by ABC Serbia, 2010), **„I came to play“** (camp of kids without parents by US ambassy and Alumnis of Asmyle, 2010), **„Make zero count budget“** (conference for kids from region how to make actions without any money, 2010), **Kickball Tournament** (gathered money was given to the school for kids with special needs, 2010), **„Osmeh na dar“** (fundraise, money and toys for Christmas gifts for the kids from Kosovo and Serbia 2009/10/11)

**Pinnacles National Monument – CA, USA** 2008/09

Assistant to biologist on the field, working with Californian Condors, taking tours with tourists, work on computer, data base, PR, cleaning the invaded area, volunteered around 120hours and got the award from White House and president Obama for volunteering. Proficiency Award that got me 1st place in California and 2nd in the USA (as the first exchange student who did that), was based on my work at Pinnacles.

**King City and Greenfield Future Farmers of America (FFA)** 2008/09

Helping and assisting in fundraising, humanity projects, competition in prepared public speaking, job interview competition (second place), CA plant competition, working on farm and raising a lamb, etc.

**Activities, Leadership Conferences and Awards**

* Conference “Impact your world” Armenia 2012 – Usage of new media, technology and social networks in order to deliver message and make actions all over the world, JEF Europe, 13 countries, me as a representative of Serbia
* School of German Language and research competition, Belgrade 2011 – Cooperation of Faculty of Organization Science and University of Applied Science from Munich
* Academy of Modern Management as the youngest enroll, 2010, winner of the “Eagle Eye”
* Leadership Conferences held in Budva (Montenegro, by Asmyle 2010), Fresno (CA, FFA 2010),Belgrade (Serbia, US embassy 2010), San Luis Obispo (CA, “Made for Excellence” by FFA 2010) and Chicago (USA, by World Link, 2010)
* European Conference with club for UN – Wien, Bratislava, Berlin, Amsterdam, Brussels, Hague, Munich (student visit OESCE in Wien, Bundestag, European Parliament, Tribunal in Hague, working on research about European Union), 2011
* Research with University and Center for process engineering – project “Usage satisfaction of city transportation users”, 2011
* “Proficiency Award in Environmental Science and Natural Resources Management” – State Gold Medal (first place in California) and Silver National Medal (second place in United States) for the research that was based on life of Californian Condors at Pinnacles National Park, and my volunteering there, 2009
* Asmyle Alumni – American Youth Leadership Exchange Alumni, 2008 - current

**Other**

* Microsoft Office Excel, Power Point, Visio, Outlook, Word – Excellent; Wordpress, Joomla - basics
* English language – almost fluent knowledge, learning since age of 6
* Spanish – understanding and basic talking, took a course in USA
* German language – basic simple knowledge, learned in primary, high school and course
* Active cat driver B category and boat license
* Ambitious, great at multitasking, hard working, passionate

**Hobby**

* Skiing, swimming, jogging
* Making puzzles, traveling