

## Erna Kozlo

📍 Pope bb, 72240 Kakanj, Bosna I Hercegovina

☎ + 387 62 210 634

✉ [erna.kozlo@yahoo.com](mailto:erna.kozlo@yahoo.com); [ernakozlo83@gmail.com](mailto:ernakozlo83@gmail.com); [erna.kozlo@pfk.edu.ba](mailto:erna.kozlo@pfk.edu.ba)



Gender: Female | Date of birth: 30/05/1980 | Nationality: Bosnian-Herzegovinian

### WORK EXPERIENCE

2024-CURRENT	Senior Assistant in Economic-Legal Sciences Faculty of Law, University of Travnik, Country: Bosnia and Herzegovina
2024-CURRENT	Professor of German language Public Institution KSC Kakanj City: Kakanj, Country: Bosnia and Herzegovina
2022-2024	Commercialist - Wholesale merchant (Foreign & Domestic Wholesale) Delibašić - Poliuretani doo Kakanj City: Kakanj, Country: Bosnia and Herzegovina
2021-CURRENT	Permanent court expert for German language in BiH (FBiH & RS), Country: Bosnia and Herzegovina
2018-2022	Head of branch at Intesa Sanpaolo Bank dd BiH for branch Kakanj Intesa Sanpaolo Bank dd BiH City: Kakanj, Country: Bosnia and Herzegovina
2017-2022	Certificate for examiners at Goethe institutes and cooperative testing partners - GoetheInstitut BiH Examination Center for Goethe-Certificate A1 Goethe Insitute Bosnia and Herzegovina, Country: Bosnia and Herzegovina
2016-2019	Permanent court expert for German language Issued at Appellation court at Brčko district BiH, Country: Bosnia and Herzegovina
2016-2022	Insurance agent City: Kakanj, Country: Bosnia and Herzegovina
1999-2019	Professor of German language Public Institution KSC Kakanj City: Kakanj, Country: Bosnia and Herzegovina
2001-2018	Personal banker at Intesa Sanpaolo Bank Intesa Sanpaolo Bank dd BiH City: Kakanj, Country: Bosnia and Herzegovina

### EDUCATION AND TRAINING

2020-2021	Master of Laws at the University of Travnik, Faculty of Law, Narrower scientific field of Economic Law , Country: Bosnia and Herzegovina
2017-2022	Certificate for examiners at Goethe institutes and cooperative testing partners - GoetheInstitut BiH Examination Center for Goethe-Certificate A1 Goethe Institute BiH, Country: Bosnia and Herzegovina

	Insurance agent
2016	Permanent court expert for German language Issued at Appellation court at
2011	Brčko district BiH, Country: Bosnia and Herzegovina
	Professor of German language and literature
2010	Faculty of Pedagogy, University of Zenica, Country: Bosnia and Herzegovina
	Highschool graduate - 4th degree Gymnasium "Muhsin Rizvić" Kakanj,
2000	Bosnia and Herzegovina City: Kakanj, Country: Bosnia and Herzegovina
	Realschule „Erich Kästner“ München Realschule „Erich Kästner“ München
1998	City: München, Country: Germany

## PERSONAL SKILLS

Native language(s) Bosnian language

Other language(s)	UNDERSTANDING		SPEECH		WRITING
	Listening	Reading	Oral interaction	Oral expression	
German	Professor of German language and literature				
English	B2	B2	B2	B2	B2
Macedonian	B2	B2	B2	B2	B2

Levels: A1/2: Basic language use - B1/B2: Independent language use - C1/C2 Advanced language use  
Common European Framework of Reference for Languages

Communication skills

- EXCELLENT COMMUNICATION SKILLS
- EXPRESSED FEELING FOR TEAMWORK

Organizational / management skills

- EXCELLENT ORGANIZATIONAL SKILLS
- EXCELLENT MANAGEMENT SKILLS

Business skills

- jobs in accordance with the job description of the bank branch manager
- jobs in accordance with the description of the position of salesperson
- jobs of a certified insurance representative
- jobs of Professor of German language and literature
- jobs of a permanent court interpreter for the German language

Digital skills	SELF-ASSESSMENT				
	Information	Processing	Communication	Content Creation	Security Problem Solving
	Advanced use	Advanced use	Advanced use	Advanced use	Advanced use

Levels: Basic Use - Independent Use - Advanced Use

Digital competences - self-assessment table

- good command of the Office package (word processing programs, creating tables, creating presentations)
- good mastery of photo processing software acquired through amateur photography

Driver's license B category (active driver since December 5, 1999), own car

## ADDITIONAL INFORMATION

- |              |   |
|--------------|---|
| Certificates | <ul style="list-style-type: none"><li>• Certificate of the Foreign Trade Chamber of Bosnia and Herzegovina confirming attendance at the training course on "How to prepare a successful project proposal for EU funds"</li><li>• Insurance representative (in the course of a long-term employment relationship with Intesa Sanpaolo Bank dd BiH)</li></ul> |
| Seminars     | <ul style="list-style-type: none"><li>• Various seminars, trainings and certificates in the banking and insurance sectors</li></ul>   |