



Erna Kozlo

Home : Pope bb, 72240, Kakanj, Bosnia and Herzegovina

Email: erna.kozlo@yahoo.com **Email:** erna.kozlo83@gmail.com

Email: erna.kozlo@pfb.edu.ba **Phone:** (+387) 62210634

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

University of Travnik

Country: Bosnia and Herzegovina

[2024 – Current]

Professor of German language

Public Institution KSC Kakanj

City: Kakanj

Country: Bosnia and Herzegovina

[2022 – Current]

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 - Goethe-Institut 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

[2001 – 2018] **Personal banker at Intesa Sanpaolo Bank**

Intesa Sanpaolo Bank dd BiH

City: Kakanj

Country: Bosnia and Herzegovina

[1999 – 2019] **Professor of German language**

Public Institution KSC Kakanj

City: Kakanj

Country: Bosnia and Herzegovina

EDUCATION AND TRAINING

[2020 – 2021] **Master of Laws at the University of Travnik Faculty of Law Narrow scientific area Economic Law**

University of Travnik <https://pfk.edu.ba/v2/bs/>

Country: Bosnia and Herzegovina

[2017 – 2022] **Certificate for examiners at Goethe institutes and cooperative testing partners - Goethe-Institut BiH Examination Center for Goethe-Certificate A1**

Goethe Institute BiH

Country: Bosnia and Herzegovina

[2000] **Highschool graduate - 4th degree**

Gymnasium "Muhsin Rizvić" Kakanj, Bosnia and Herzegovina

City: Kakanj

Country: Bosnia and Herzegovina

[1998] **Realschule „Erich Kästner“ München**

Realschule „Erich Kästner“ München

City: München

Country: Germany

LANGUAGE SKILLS

Mother tongue(s): Bosnian language

Other language(s):

German

LISTENING C2 READING C2 WRITING C2

SPOKEN PRODUCTION C2 SPOKEN INTERACTION C2

English

LISTENING B2 READING B2 WRITING B2

SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

Macedonian

LISTENING B2 READING B2 WRITING B2

SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Word | Microsoft Excel

DRIVING LICENCE

Cars: B

COMMUNICATION AND INTERPERSONAL SKILLS

Communication skills and interpersonal skills

Excellent communication skills
Expressed feeling for teamwork

Organizational/ managerial 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 Commercial 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[1] 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, table creating, presentations making) good command of photo processing software acquired through amateur photography.

Driving license B category (active driver since December 5, 1999), owning a car.

MORE INFORMATION

Certificates:

Certificate of the Foreign Trade Chamber of Bosnia and Herzegovina confirming attendance of education at topic. How to prepare a successful project proposal for EU funds".

Insurance representative (in the course of a long-term employment relationship at Intesa Sanpaolo Bank dd BiH).
