

## PERSONAL INFORMATION

## Ajkena Tafili

 Sami Frasheri, 1001 Tirana (Albania)

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 ajkenatafili@gmail.com

## WORK EXPERIENCE

06/09/2017–06/02/2018

## Journalist and radio speaker

City radio Albania, Tirana

09/09/2018–Present

## Tour Operator / guide

Albania Holidays, Tirana

13/07/2018–30/08/2018

## English teacher

Trabzon foreign language course center/ aiesec, Trabzon (Turkey)

EDUCATION AND TRAINING

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15/09/2003–10/06/2013

Bajram Curri, Durres  
Primary school

15/09/2013–20/06/2016

Leonik Tomeo, Durres  
High school

17/11/2016–Present

Faculty of foreign languages, Tirana (Albania)  
University

02/05/2019–07/05/2019

Certificate in the “Workshop for Creative Writing” training  
DAAD, Prishtine (Kosovo)

14/08/2019–20/09/2019

Certificate in "Communication and Public speaking" training  
DAAD & University of Passau, Passau (Germany)

01/02/2019–25/05/2019

Certificate for participation in the University magazine  
"Studentenfutter"  
University of Tirana, Tirane (Albania)

PERSONAL SKILLS

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Mother tongue(s)

Albanian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	B2	B2	B2	B2
German	B1	B1	B1	B1	B1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
[Common European Framework of Reference for Languages](#)

Communication skills

Excellent communicational skills gained through my experience as a volunteer teacher in language courses  
Very good expressional skill gained through my work as a radio speaker

Organisational / managerial skills

Leadership, currently being responsible for different ages of students groups  
good team skills gained through my experience as a volunteer

Job-related skills

Mentoring skills  
promoting skills  
leadership

## Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem-solving
Independent user	Independent user	Independent user	Independent user	Independent user

Digital skills - Self-assessment grid

Driving licence B