

## PERSONAL INFORMATION

## Sergej Petrešin

📍 Okolica, Prnjavor, 78430, Bosnia and Herzegovina

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✉️ sergej.petresin@gmail.com

Sex Male | Date of birth 03/06/1991 | Nationality Bosnia and Herzegovina

## WORK EXPERIENCE

October 2014 to this day

## Manager

“Kim Promet” d.o.o. Prnjavor, Karadordeva Street

- planning ,organizing, controlling and leading operations of a small team
- keeping track of account payables and account receivables
- writing contracts and following tenders for clients in Bosnia and Herzegovina and abroad
- communication with international clients
- drafting legal documents for clients from Italy and indirectly from United States of America
- translating documents from English to Serbian and vice versa
- translating documents from Italian to Serbian and vice versa
- delegating work, following national and international legislation

Business or sector Accounting, tax and financial consulting

## EDUCATION AND TRAINING

October 2010 – June 2014

## Bachelor of Law

EQF Level 6

American University in Bosnia and Herzegovina, Mije Keroševića Guje 3, 75000 Tuzla, BiH

- Comparative and international law
- Diplomacy
- English language and literacy
- Information and digital literacy
- Business law
- Real estate law
- Civil law
- Criminal law and criminal procedure

## PERSONAL SKILLS

Mother tongue(s) Serbian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
University Diploma / TOEFL					
Italian	B2	B2	B2	B2	B2
self learned – years of experience working for Italian clients, plus spend one summer in Italy working and learning language					

**Job-related skills**

- Court Interpreter (Sworn Translator) for the English language (Ministry of Justice of Republic of Srpska, decision no. 08.020/704-55/18 from 06.06.2018)