

**EUROPEAN
CURRICULUM VITAE
FORMAT**



PERSONAL INFORMATION

First name(s) / Surname(s)	Željka Rajić Aralica
Address	Vrbik 20, 10 000 Zagreb, CROATIA
Telephone(s)	(+385-95) 837 41 55
Fax(es)	
Email(s), web page(s)	zeljka.rajic@gmail.com , hr.linkedin.com/in/zeljkarajic
Nationality	Croatian
Date of birth	13/01/1985
Gender	Female

WORK EXPERIENCE

• Dates	12. 01. 2009. - 30.07.2019.
Name and address of employer	HEP-ODS d.o.o., Elektra Zagreb, Gundulićeva 32, 10 000 Zagreb
Type of business or sector	Development and investment sector
Occupation or position held	Renewable energy coordinator
Main activities and responsibilities	Low voltage and medium voltage grid planning, managing solar plants and renewable energy case studies, providing information for customers, making specifications for solar plant connection procurement
• Dates	01. 07. 2019. -
Name and address of employer	Justlearn.com
Type of business or sector	Tutoring
Occupation or position held	English - Croatian tutor
Main activities and responsibilities	Tutoring
• Dates	03. 01. 2020. -
Name and address of employer	HOPS d.o.o., Kupska 4, 10 000 Zagreb
Type of business or sector	Development and investment sector
Occupation or position held	Independent engineer
Main activities and responsibilities	High voltage grid planning, managing renewable energy case studies, investment planning and procurement
• Dates	01. 02. 2020. -
Name and address of employer	uAdventure LLC Travel, 901 E St Louis St #200-14, Springfield, MO 65806, United States
Type of business or sector	Travel
Occupation or position held	Remote travel agent
Main activities and responsibilities	Sales and travel arrangement maker

• Dates	01. 02. 2023. -
Name and address of employer	eSky.pl, ul. Murckowska 14A, Katowice, Poland
Type of business or sector	Travel
Occupation or position held	Translator
Main activities and responsibilities	Translating travel deals

EDUCATION AND TRAINING

Dates	2013. -
Name and type of organisation	University of Zagreb, Faculty of Economics and Business
Covered	University specialist postgraduate study programme, Quality management, Passed all exams, final paper written (Theme: The Influence of Quality Management in Electricity Market Regulation)
Title of qualification awarded	Univ. Spec. Oec./to earn

Dates	2003. - 2008.
Name and type of organisation	University of Zagreb, Faculty of Electrical Engineering and Computing
Title of qualification awarded	B.S. in Electrical Engineering

Dates	1999. - 2003.
Name and type of organisation	Mathematical grammar school, V. gymnasium, Zagreb, Croatia

PERSONAL SKILLS

Mother tongue(s)	Croatian
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Other Language(s)

Language Speaking	English
	C2
Writing	C2
Reading	C2
Language Speaking	German
	A2
Writing	B1
Reading	B2
Language Speaking	Spanish
	A2
Writing	A2
Reading	A2

SOCIAL SKILLS	<p>Excellent social skills</p> <p>Travel articles published at https://www.foodandtravelguides.com/post/atacama-desert-in-chile and https://www.gonomad.com/84371-madrid-guide-spains-capital-city .</p>
TECHNICAL SKILLS	<p>Microsoft Office, SEO, experience in traveling sales and digital marketing (social media advertising)</p>
PERSONAL SKILLS	<p>Highly creative, highly imaginative Co-author of a book for technical highschoools „Renewable energy sources“, Element d.o.o.</p>
HOBBIES	<p>Traveling, running and writing</p>
DRIVING LICENSE	<p>Yes</p>