



## Irena Petrušić

**Nationality:** Montenegrin

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**Date of birth:** 18/05/1981

**Gender:** Female

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### WORK EXPERIENCE

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#### Dean of faculty

**Faculty of Management Herceg Novi** [ 06/2018 – Current ]

**City:** Herceg Novi

**Country:** Montenegro

- Lead and manage a collection of related academic departments and work with the post-secondary school principals and heads of departments to deliver the agreed Faculty and University strategic objectives.
- Promotion of the faculty in associated communities and market the Faculty nationally as well as internationally.
- Focus on achieving the Faculty's financial management target.
- Work on projects.

#### Vice dean education

**Faculty of Management Herceg Novi** [ 01/2018 – 06/2018 ]

**City:** Herceg Novi

**Country:** Montenegro

- Developing and implementing a coherent Program and Curriculum strategy.
- Promotion of the Faculty's education capability and education profile, both locally and internationally, to position the Faculty as education destination in science for the leading academics, collaborators and students.
- Strengthening interdisciplinary education activities and drive innovative activities in education to foster a culture of education excellence.

#### Assistant professor

**Faculty of Management Herceg Novi** [ 09/2017 – Current ]

**City:** Herceg Novi

**Country:** Montenegro

- Teaching a requisite number of classes, providing guidance and supervision to graduate students.
- Teaching and supervising undergraduate and graduate students.
- Participating in departmental meetings, and providing academic support to Professors and other faculty members.
- Conducting research and publishing papers in academic journals.
- Representing Faculty at conferences and delivering presentations when necessary.

## University teaching assistant

**Faculty of Management Herceg Novi** [ 10/2010 – 09/2017 ]

**City:** Herceg Novi

**Country:** Montenegro

- Supporting students across the curriculum.
- Helping in developing programmes of learning activities and adapting appropriate materials.
- Assisting professors with lesson preparation and revising lesson materials with students.
- Documenting student progress.
- Attending faculty meetings.

## Court interpreter and translator for English language

**Freelancer** [ 05/2011 – Current ]

**Country:** Montenegro

- Interpreting in a wide variety of professional and social environments, including in legal setting, such as courtrooms.
- Translating all types of documents for the Ministry of Science, Ministry of Foreign Affairs, Ministry for the European Integrations, Ministry of Agriculture, Ministry of Finances, etc.

## Executive director

**IRTA Risan** [ 09/2005 – 09/2017 ]

**City:** Kotor

**Country:** Montenegro

- Developing and directing organizational strategy.
- Drafting organizational policies.
- Overseeing day-to-day business activities.
- Conducting performance reviews.
- Preparing comprehensive budgets.
- Reporting on revenue and expenditures.
- Creating sound business plans.
- Overseeing financial accounts.

## EDUCATION AND TRAINING

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### Doctor of philological sciences, PhD

**Faculty of Business Communications / English Language and Literature** [ 2013 – 2017 ]

### Student of doctoral studies in communications

**Faculty of Culture and Media**

**Address:** Belgrade (Serbia)

### Master in Translation Studies

**Institute of Foreign Languages, University of Montenegro** [ 2008 – 2010 ]

**Address:** Podgorica (Montenegro)

### Specialist in translation studies

**Institute of Foreign Languages, University of Montenegro** [ 2005 – 2006 ]

**Address:** Podgorica (Montenegro)

Professor of English language and literature

*Faculty of Philosophy, University of Montenegro* [ 1999 – 2004 ]

**Address:** Nikšić (Montenegro)

## LANGUAGE SKILLS

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Mother tongue(s):

**Serbian**

**English**

LISTENING: C2 READING: C2 WRITING: C2

SPOKEN PRODUCTION: C2

SPOKEN INTERACTION: C2

**French**

LISTENING: B1 READING: B1 WRITING: B1

SPOKEN PRODUCTION: B1 SPOKEN INTERACTION: B1

## DIGITAL SKILLS

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Microsoft Office / Social Media / Moodle learning platform

## COMMUNICATION AND INTERPERSONAL SKILLS

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**Communication and interpersonal skills**

Excellent communication skills in business and intercultural environment.

## ORGANISATIONAL SKILLS

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**Organizational skills and competences**

Organizing and monitoring organizational processes, teamwork and coordination.

## DRIVING LICENCE

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Driving Licence: B

## PROJECTS

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**COST PROJECT, CA18125**

[ 2019 – 2023 ]

- Management Committee Member of the COST project.
- COST PROJECT, Cost Action CA18125 (30/04/2019 - 29/04/2023) (European Cooperation in Science and Research projects) "Advanced Engineering and Research of aerogels for Environment and Life Sciences".
- <https://www.cost.eu/actions/CA18125/#tabs|Name:management-committee>

**Summer School "Sustainable Development in Tourism", Faculty of Management Herceg Novi**

[ 06/2020 – 09/2020 ]

- Head of the Project.
- Educational programme project financed by the Ministry of Science of Montenegro.

**Marketing Challenge Competition, Faculty of Management Herceg Novi**

[ 01/2020 – 03/2020 ]

- Educational programme financed by the Ministry of Science of Montenegro.

## **Winter School of Business, Faculty of Management**

[ 01/2019 ]

- Head of the Project.
- Educational programme project financed by the Ministry of Science of Montenegro.

## **COST PROJECT, CA16229**

[ 2017 – 2021 ]

- Management Committee Member of the COST project COST Action CA16229 (European Cooperation in Science and Research projects) "European Network for Environmental Citizenship"
- <https://www.cost.eu/actions/CA16229/#tabs|Name:management-committee>

## **EUROPEAN UNIVERSITY ASSOCIATION INSTITUTIONAL EVALUATION PROGRAM**

[ 2017 ]

Preparation of Self-Evaluation Report, November 2017

## **Building competitiveness by common act of business enterprises in third markets**

Participant in the project "Building competitiveness by common act of business enterprises in third markets" – Faculty of Management Herceg Novi ([www.fm-hn.com](http://www.fm-hn.com)) – Faculty of Economics Mostar

## **Tempus project, European Commission Tempus**

[ 2011 – 2014 ]

- "Support and Inclusion of students with disabilities at higher education institutions in Montenegro", Faculty of management Herceg Novi, 2011 – 2014, 5 1 6 7 5 8 – T E M P U S – 1 – 2 0 1 1 – 1 - G R – T E M P U S - J P G R, project participant.
- <http://sinche.uom.gr/node/46>

## **CONFERENCES AND SEMINARS**

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### **RRT2020**

[ Zagreb, Croatia, 11/2020 ]

- Member of the organizational board.
- International scientific conference on rural tourism development RRT2020 "Sustainable and Responsible Development in Rural Tourism"

### **STED2020**

[ Banja Luka, Bosnia and Herzegovina, 11/2020 ]

- Member of scientific and programme committee.
- IX International Conference on Social and Technological Development

### **STED2019**

[ Trebinje, Bosnia and Herzegovina, 11/2019 ]

- Member of the organizational board.
- VIII International Conference on Social and Technological Development.

## **PUBLICATIONS**

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**"Term and theoretic determination of translation viewed through the process of globalization of language"**

[2019]

I, Petrušić, M. Vukovic, J. Rajovic, "Term and theoretic determination of translation viewed through the process of globalization of language"

**"How to improve motivation in order to gain competence in the area of the English language for business purposes?"**

[2019]

I. Petrušić, Lj. Jovković "How to improve motivation in order to gain competence in the area of the English language for business purposes?"

**"Role of female leadership in improvement of business operations"**

[2019]

I. Petrušić, B. Ostojčić, M. Lutovac, "Role of female leadership in improvement of business operations"

**"Impact of economic institutionalization to the competitiveness of industries in the SEE countries"**

[2019]

I. Petrušić, N. Grgurević, "Impact of economic institutionalization to the competitiveness of industries in the SEE countries"

**The influence of the socio-economic status of the family on the level of student achievement**

Irena Petrušić, Bojana Ostojčić, **"The Influence of the Socio-Economic Status of the Family on the Level of Student Achievement"**