



Irena Petrušić

Date of birth: 18/05/1981 | **Nationality:** Montenegrin | **Gender:** Female |
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● WORK EXPERIENCE

06/2018 – CURRENT – Herceg Novi, Montenegro

DEAN OF FACULTY – FACULTY OF MANAGEMENT HERCEG NOVI

- 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.

01/2018 – 06/2018 – Herceg Novi, Montenegro

VICE DEAN EDUCATION – FACULTY OF MANAGEMENT HERCEG NOVI

- 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.

09/2017 – CURRENT – Herceg Novi, Montenegro

ASSISTANT PROFESSOR – FACULTY OF MANAGEMENT HERCEG NOVI

- 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.

10/2010 – 09/2017 – Herceg Novi, Montenegro

UNIVERSITY TEACHING ASSISTANT – FACULTY OF MANAGEMENT HERCEG NOVI

- 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.

05/2011 – CURRENT – Montenegro

COURT INTERPRETER AND TRANSLATOR FOR ENGLISH LANGUAGE – FREELANCER

- 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.

- 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**

2013 – 2017

DOCTOR OF PHILOLOGICAL SCIENCES, PHD – Faculty of Business Communications / English Language and Literature

Belgrade, Serbia

STUDENT OF DOCTORAL STUDIES IN COMMUNICATIONS – Faculty of Culture and Media

2008 – 2010 – Podgorica, Montenegro

MASTER IN TRANSLATION STUDIES – Institute of Foreign Languages, University of Montenegro

2005 – 2006 – Podgorica, Montenegro

SPECIALIST IN TRANSLATION STUDIES – Institute of Foreign Languages, University of Montenegro

1999 – 2004 – Nikšić, Montenegro

PROFESSOR OF ENGLISH LANGUAGE AND LITERATURE – Faculty of Philosophy, University of Montenegro

● **LANGUAGE SKILLS**

Mother tongue(s): **SERBIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C2	C2	C2
FRENCH	B1	B1	B1	B1	B1

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

● **DIGITAL SKILLS**

Microsoft Office | Social Media | Moodle learning platform

- **COMMUNICATION AND INTERPERSONAL SKILLS**

Communication and interpersonal skills

Excellent communication skills in business and intercultural environment.

- **ORGANISATIONAL SKILLS**

Organizational skills and competences

Organizing and monitoring organizational processes, teamwork and coordination.

- **DRIVING LICENCE**

Driving Licence: B

- **PUBLICATIONS**

"Training of Specialists in the Field of Tourism: Problems and Prospects"

2022

IV Scientific and Practical Forum: "**Trends and Prospects for Professional Training in Tourism: Dialogue between Universities and Employers**"

The Role of Innovative Technologies in Changing the Paradigm of Higher Education due to the Covid-19 Pandemic

2021

I. Petrušić, B. Ostojić, N. Penezić, "The Role of Innovative Technologies in Changing the Paradigm of Higher Education due to the Covid-19 Pandemic", Sustainable Economic Transformation in the Postpandemic Period, EDUCONS University, Novi Sad, 2021

Farmaco-therapy manual for dentists

ISBN: 978-86-7760-163-8

2021

S. Đurić, A. Đinić Krasavčević, M. Stanulović, I. Petrušić, V. Biočanin, D. Đurić. Chapter 33: Vocabulary of often used dental terminology

The Influence of Digitalization to the Acquisition of English as a Foreign Language"

<http://conf.univerzitetpim.com/zbornik-radova/>

2021

I. Petrušić, J. Poznanović, "The Influence of Digitalization to the Acquisition of English as a Foreign Language"

<http://conf.univerzitetpim.com/zbornik-radova/>

"Trends in the Development of Competences of Project Managers in the Process of Digitalization of Society and Industry 4.0"

ISSN 2334-718X; ISSN 2334-704X (Online); DOI 10.12709/issn.2334-704X

2020

I. Petrušić, B. Ostojić, K. Pavlović "Trends in the Development of Competences of Project Managers in the Process of Digitalization of Society and Industry 4.0", p. 134-143

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

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

"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. Ostojić, 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"

PROJECTS

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) – Faculty of Economics Mostar

2019 – 2023

COST PROJECT, CA18125

<https://www.cost.eu/actions/CA18125/#tabs|Name:management-committee>

- 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".
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06/2022 – 09/2022

Summer School "ICT in the Function of Tourism Development"

20/05/2021 – 01/05/2022

Student Service Information System

Development and implementation of a software solution for the Student Services Information System for automatic data processing of the Faculty of Management.

2017 – 2021

COST PROJECT, CA16229

- 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>

01/11/2021 – 25/12/2021

Confucius classroom at the Faculty of Management

Organization and promotion of the competition and selection of the best drawings, graphics, and artworks inspired by China for primary and secondary school students in Herceg Novi, Tivat and Kotor, and students of the Faculty of Management.

18/01/2021 – 30/04/2021

Marketing Challenge '21

- Project holder: Faculty of Management Herceg Novi
- Educational program project finances by the Ministry of Education, Science, Culture and Sports of Montenegro

<http://www.fm-hn.com/studentska-takmicenja/>

01/11/2019 – 01/11/2020

New knowledge for a new start for people with disabilities

- Project holder: NGO "Nova Šansa u Novom"
- Funded by the Ministry of Labor and Social Welfare of Montenegro

06/2020 – 09/2020

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

<https://www.fm-hn.com/wp-content/uploads/2020/09/Ljetnja-skola-program.pdf>

- Project leader
- Project holder: Faculty of Management Herceg Novi
- Educational programme project financed by the Ministry of Science of Montenegro.

01/2020 – 03/2020

Marketing Challenge Competition, Faculty of Management Herceg Novi

<http://www.fm-hn.com/studentska-takmicenja/>

- Project holder: Faculty of Management Herceg Novi
- Educational programme financed by the Ministry of Science of Montenegro.

01/2019

Winter School of Business, Faculty of Management

<http://www.fm-hn.com/kursevi/zimska-skola-preduzetnistva/>

- Project Leader
- Project holder: Faculty of Management Herceg Novi
- Educational programme project financed by the Ministry of Science of Montenegro.

2017

EUROPEAN UNIVERSITY ASSOCIATION INSTITUTIONAL EVALUATION PROGRAM

Preparation of Self-Evaluation Report, November 2017

2011 – 2014

Tempus project, European Commission Tempus

- "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

26/05/2022 – 29/05/2022 – Herceg Novi, Montenegro

International Conference on Advances in Science and Technology - COAST 2022

- Presidency of the Organizing Committee
- Member of the Scientific Committee

<http://confcoast.com/>

24/11/2021 – 25/11/2021 – Croatia

RRT2021

- Member of the organizational board.
- Member of the scientific committee.
- Participant at the panel discussion. Topic: Sustainable and responsible development and importance of education in rural areas.

Trebinje, Bosnia and Herzegovina

STED2021

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

11/2020 – Zagreb, Croatia

RRT2020

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

11/2020 – Banja Luka, Bosnia and Herzegovina

STED2020

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

11/2019 – Trebinje, Bosnia and Herzegovina

STED2019

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

31/05/2019 – 02/06/2019 – Žabljak - Montenegro

Montenegrin Media Dialogues

"Language and Media Manipulation"

25/05/2018 – 27/05/2018 – Ulcinj - Montenegro

Montenegrin Media Dialogues

"Gender Consideration in Online Education"

26/05/2017 – 28/05/2017 – Tivat - Montenegro

Montenegrin Media Dialogues

"Use of English in Social Media in Montenegro!"