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| **European**  **curriculum vitae**  **format** |

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| **Personal information** |

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| Surname(s) / First name(s) | Matić Ivušić, Tereza |
| Address(es) | Dubrovnik, Croatia |
| Telephone(s) | +385 20 44 58 73 |
| Fax(es) | +385 20 44 57 00 |
| E-mail(s), Web address(s) | tereza.matic-ivusic@unidu.hr |
| Nationality(-ies) | Croatian |
| Date of birth | 3 October 1959 |
| Identification number from Records of Scientific Workers | **/** |

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| **Work experience** |

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| • Dates (from – to) | 2001-present: University of Dubrovnik, Dept.of Economics and Business;  1984-2001: Atlas Travel Agency, Dubrovnik  1982-1984: Grand Circle Travel | |
| Name and address of employer | University of Dubrovnik, Dubrovnik, Croatia | |
| Type of business or sector | Senior English Lecturer; Translator/Interpreter; Regional Representative | |
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| Main activities and responsibilities | Organisation of lectures and classes for students, seminars and workshops in business language | |

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| **Education** |

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| Date | 1978-1983; 1974-1978 |
| Place of education | Sarajevo, Dubrovnik |
| Name and type of organisation providing education | University of Sarajevo, Dept.of the English Language and Literature ;  Grammar School |
| Title or qualification awarded | Bachelor of Arts |

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| **Training** |

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| Year | 1989-present: |
| Place of training | In Croata and abroad |
| Name and type of organisation providing training | Seminars and workshops in Business English organized by various institutions in Croatia and abroad |
| Principal subjects/Occupational skills covered | Communication in Business Environment; Cultural Diversities in Business Communication |

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| **Personal skills and competencies** |

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| Mother tongue(s) | Croatian |

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| Other language(s) |

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| Language | English (degree holder) German Italian |
| Speaking | A1 A1 |
| Writing | A1 A1 |
| Understanding (listening and reading) | A1 A1 |

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| **Social skills and competencies** | President of the Dubrovnik Translators` Association  Participation in and holding presentations at international conferences and World Translators` Congresses (FIT) |

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| **Organisational skills and competencies** | Organization of workshops, seminars, conferences, organization of an internship for students of translation studies |

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| **Other skills and competencies** | Sports skills, in late 70s and early 80s member of the Croatian Handball Club Dubrovnik, and the University Handball Team (University of Sarajevo) |

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| **Driving licence(s)** | B category |

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| **Additional information** | Membership in scientific and professional associations:  Prevoditelj (Dubrovnik Translators` Association); HUPE (Croatian Association of Teachers of English), IATEFEL, UNJSVU ( Association of LSP Teachers at Higher Education Institutions) |