

**EUROPEAN
CURRICULUM VITAE
FORMAT**



PERSONAL INFORMATION

Name	BAKIR JUNUZović
Address	MUHAMEDA KANTARDŽIĆA 1/IV, 71 000, Sarajevo BiH
Telephone	Cell: ++387 61 805 394 , Phone: ++387 33 957 179
E-mail	bakirj@yahoo.com

Nationality at birth	Bosnia and Herzegovina
Present nationality	Bosnian

Date of birth [Day, month, year]	31.10.1973.
Place of birth	GRAČANICA (75320)

Sex	Male <input checked="" type="checkbox"/> Female <input type="checkbox"/>
-----	--

Marital status	Single <input type="checkbox"/> Married <input checked="" type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/>
----------------	---

WORK EXPERIENCE

• Dates (from – to)	MARCH 2007.- PRESENT
• Name and address of employer	International University of Sarajevo (IUS), Hrasnička cesta 15, 71 210 Ilidža-Sarajevo
• Type of business or sector	Educational institution
• Occupation or position held	Assistant to General Secretary
• Main activities and responsibilities	Supervising IUS affairs, assisting in all (economic, promotional, financial, communicational) activities of Secretary General, activities and Coordination of IUS administrative staff & jobs given by Secretary General or Rector; Assisting to Secretary General in feasibility task implementation; procurement activities; writing narrative, financial and other reports;

• Dates (from – to)	JANUARY 2005.- MARCH 2007.
• Name and address of employer	<i>Research and Documentation Center (RDC), Dubrovačka 2, 71000 Sarajevo</i>
• Type of business or sector	Non-governmental organization
• Occupation or position held	PR officer & project manager
• Main activities and responsibilities	Planing-writing-preparing and implementing RDC Communication strategy and Action plan 2005-2007, PR activities (editing web site, giving statements, speeches, holding press conferences, presentations, interviews to International and local mass media) , production of various kinds of communication publications, implementing promotional campaigns in cooperation with Linden PR house such as: "Public Outreach" supported by the Office of Public Affairs – U.S. Embassy in Sarajevo; Public Campaigns "Is there somebody forgotten" supported by Royal Norwegian Ministry of Foreign Affairs; "Conflict prevention – public debates" and "Library and Club" supported by the DFA, British Embassy in Sarajevo; International conference on "Establishing the Truth in the Aftermath of Conflict: Current Initiatives and Perspectives in the west Balkan" Writing and preparing financial and narrative reports for donors, partners and (governmental) agencies; and other activities

• Dates (from – to)	AUGUST-OCTOBER 2004.
• Name and address of employer	OSCE Organization for Security and Co-operation in Europe - Mission to Bosnia and Herzegovina ODHIR, Fra Andjela Zvizdovica 1 t.A, 71000 Sarajevo
• Type of business or sector	Intergovernmental organization, (peace, stability and security oriented)
• Occupation or position held	Media Analyst
• Main activities and responsibilities	Election Observation Mission

• Dates (from – to)	JUNE - AUGUST 2004.
• Name and address of employer	New Technology d.o.o., Zmaja od Bosne 90, 71000 Sarajevo
• Type of business or sector	Business company
• Occupation or position held	Manager/Consumer Relations and Technical support
• Main activities and responsibilities	Support and provide help to clients and institutions; maintaining website etc.

• Dates (from – to)	OCTOBER 2001 – JUNE 2004.
• Name and address of employer	IC „Global“, Medresa br14., Alije Izetbegovića, 75320 Gračanica
• Type of business or sector	Business company
• Occupation or position held	Manager
• Main activities and responsibilities	Implementing projects in IT sector.

• Dates (from – to)	MARCH – AUGUST 2001.
• Name and address of employer	Association Foster Parents Canton Tuzla „Familija“ (UHTK), Alije Izetbegovića 18/18, 75 000 Tuzla
• Type of business or sector	Nongovernmental organization
• Occupation or position held	Project manager & Coordinator
• Main activities and responsibilities	Implementing and Coordinating projects for UHTK in cooperation with Save the Children UK.

EDUCATION

• Dates (from – to)	2013* –
• Name and type of organization providing education and training	<i>International University of Sarajevo, Ph.d. candidate (*temp.paused) at the Faculty of Business and Administration, Department of International Relations</i>
• Principal subjects/occupational skills covered	International relations, Int.law and diplomacy, conflict prevention & resolution, peace and security studies , social attitudes, humanitarian intervention
• Title of qualification awarded	Ph.d. candidate
• Level in national classification (if appropriate)	-

• Dates (from – to)	2006. – 2007.
• Name and type of organization providing education and training	<i>Center for postgraduate studies University of Sarajevo, University of Belgrade, and La Sapienza University of Rome</i>
• Principal subjects/occupational skills covered	Interdisciplinary study in State management and Humanitarian affairs (Geopolitics, Inst.building & Human Rights, International relations, Humanitarian affairs and Crisis Management, Conflict prevention, Economy, Environmental sustainability)
• Title of qualification awarded	Master of State Management and Humanitarian Affairs (full 2 nd level Master degree)
• Level in national classification (if appropriate)	M.A. in State management and humanitarian affairs - (II evel degree)

• Dates (from – to)	1996 -2000.
• Name and type of organization providing education and training	<i>International Islamic University Malaysia (IIUM)</i>
• Principal subjects/occupational skills covered	Public Relations, Advertizing, Media ethics, Organizational Communication, Intercultural and Interpersonal communication, Crisis management
• Title of qualification awarded	Bachelor in Mass Communication
• Level in national classification (if appropriate)	B.A. in journalism/sub-department public relations and advertizing

• Dates (from – to)	1987.-1991.
• Name and type of organization providing education and training	High school (4 years)
• Principal subjects/occupational skills covered	Electronics and Electro-technical studies
• Title of qualification awarded	
• Level in national classification (if appropriate)	

PROFFESIONAL DEVELOPMENT/ ADDITIONAL EDUCATION

• Dates (from – to)	2009.
• Name and type of organization providing education and training	<i>Sarajevo Graduate School of Business (SGSB)</i>
• Principal subjects/occupational skills covered	Accounting
• Title of qualification awarded	<i>Certificate in Finance (accounting)</i>
• Level in national classification (if appropriate)	

• Dates (from – to)	2001.
• Name and type of organization providing education and training	<i>TALDI – nongovernmental organization</i>
• Principal subjects/occupational skills covered	Familiarizing with project management and how to write projects according to EU standards.
• Title of qualification awarded	Certificate in Project Management
• Level in national classification (if appropriate)	

PERSONAL SKILLS AND COMPETENCES

Acquired in the course of life and career but not necessarily covered by formal certificates and diplomas.

MOTHER TONGUE	Bosnian
---------------	----------------

OTHER LANGUAGES	
-----------------	--

[Specify language]	English	Arabic	Russian	Bahasa	
• Reading skills	excellent	good	good	basic	
• Writing skills	excellent	basic	basic	basic	
• Verbal skills	excellent	good	basic	basic	

SOCIAL SKILLS AND COMPETENCES	<ul style="list-style-type: none"> ➤ Expertise: All sort of admin.jobs, Public Relations connected with Education, Project Management, Human Rights and EU funds ➤ skilled at writing, generating and implementing communication strategies and action plans at any level including necessary skills of press releases, statements, giving speeches and communicating effectively with internal and external audiences; ➤ High degree of organizational and development skills obtained through job experiences , extracurricular and volunteer activities in multicultural environment
----------------------------------	--

ORGANIZATIONAL SKILLS AND COMPETENCES	Coordination, organization and administration of people, projects and budgets.
--	--

TECHNICAL SKILLS AND COMPETENCES	MS office (Word, Excel, Power point); Windows XP, Win7, Linux (suse, debian, redhat) over 10 years of IT experience with advance proficiency in MS Office, navigation tools (Internet Explorer, Netscape, Opera, Email, HTTP, FTP, Newsgroup, SSL) and sound knowledge of <i>Adobe</i> Photoshop, CorelDraw, SPSS programs (Research software program)
-------------------------------------	--

DRIVING LICENCE(S)	B
--------------------	----------

MEMBERSHIP

- BHIUM International Islamic University of Malaysia Alumni Association, Sarajevo B&H
- ACIPS – Alumni Center for Interdisciplinary Postgraduate Studies, Sarajevo B&H

REFEREES:

➤ **Mr.Ibrahim Inal**

General Secretary, International University of Sarajevo, Hrasnička cesta 15, Ilidža, Phone: 033/957-143
Email: iinal@ius.edu.ba

➤ **Prof. Dr. Nerzuk Ćurak**

University of Sarajevo, Faculty of Political Science, Skenderija 72,Sarajevo Tel: + 387 33 203 562
Email: ncurak@bih.net.ba

➤ **Mr. Emir Hadžikadunić**

Ex-Ambassador of BiH in Malaysia, prof. at the University Technology Mara ,Malaysia, Mob. +60175631240;
Email: emirhh@yahoo.com