

## Curriculum Vitae



### Personal Information

Name & Surname **Minela Sinanović-Vefić**  
Address **Stupska 19 a/II 71000 Sarajevo, B&H**  
Tel **060 30 47 885**  
E-mail [minelasinanovic@yahoo.com](mailto:minelasinanovic@yahoo.com)  
[msinanovic-vefic@ius.edu.ba](mailto:msinanovic-vefic@ius.edu.ba)  
Nationality **B&H**  
Date of Birth **23.01.1984.**  
Place of Birth **Priboj, Republic of Serbia**  
Sex **Female**  
Marital Status **Married**

### Education

Year (from – to) **2009-**  
Name and type of organisation providing education and training **University of Sarajevo Faculty of Philosophy  
Department for Oriental Philology  
Turkish Language and Literature**  
Title of qualification awarded **Master of Turkish Language and Literature (completed everything except the thesis)**  
Year (from – to) **2003-2007**  
Name and type of organisation providing education and training **University of Sarajevo Faculty of Philosophy  
Department for Oriental Philology  
Turkish Language and Literature and Arabic Language and Literature**  
Title of qualification awarded **Professor of Turkish Language and Literature and Professor of Arabic Language**  
Year (from – to) **1999-2003**  
Name and type of organisation providing education and training **High School in Nova Varos, Republic of Serbia**  
Title of qualification awarded **High school graduate - Gymnasium**

## Work Experiences

- Dates (from-to)
- Name and address of employer
- Occupation or position held

• 2016-	
International University of Sarajevo	Sarajevo B&H
- Expert in Practice for Turkish Language	
• 2015-2016	
CEI Nahla	Sarajevo B&H
- Turkish language course (teacher)	
• 2015-2016	
Faculty of Islamic Studies Sarajevo	Sarajevo, B&H
Gazi Husrev-bey's Madrasah	(Yunus Emre Enstitüsü)
- Turkish language course (teacher)	
• 2015	
University of Sarajevo Faculty of Administration	Vogosca, B&H (Yunus Emre Enstitüsü)
- Turkish language course (teacher)	
• 2012:	
Seminar	Nevsehir, Turkey
- Professional Development for Teachers	
• October 2011 - October 2015	
"Yunus Emre" Turkish Cultural Centre	Fojnica, B&H
- Translator / Assistant / Teacher of Turkish language	
• July 2011	
- Educational program for graduate of Turkology of Bosnia and Herzegovina (60 hours of theoretical and practical training)	Tömer Ankara, Turska
• 2011	
OBN TV	
- Translation of Subtitles (from Turkish to Bosnian)	
• 2010-2011	
Public Institution, Secondary School of Agriculture, Food Processing, Veterinary Medicine and Service Industries	
Elementary School "Edhem Mulabdić"	Sarajevo, B&H
- Turkish language course (teacher)	
• 2007-2008	
ComTrade Company	Sarajevo, B&H
- Interviewer, Hostess	
• 2006 Sarajevo Poetry Days	Sarajevo, B&H
Translator, Hostess	

<b>Computer Skills</b>  <b>Languages</b>	<p>MS Office (Excel, Word, PowerPoint), Internet</p> <p>Turkish                                        Native and Bilingual proficiency</p> <p>English                                        Limited Working proficiency</p>
<b>Social Skills and Competences</b>	<p>Good communication skills and interpersonal skills-empathizing with people, interviewing, speaking in informal and formal groups, good listening skills, engagement skills, ability to work within a multi-cultural environment</p> <p>Personal qualities: responsible, flexible, patience, confident, enthusiastic, positive attitude, tolerant, commitment to openness and life long learning, willingness for learning, professionalism</p>