

**EUROPEAN
CURRICULUM VITAE
FORMAT**



PERSONAL INFORMATION

Name MERSIHA HAMIDOVIC
Address
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Fax
E-mail mersihazulichamidovic@gmail.com
Nationality Bosnian
Date of birth 3.7.1978.

WORK EXPERIENCE

- Dates (from – to)
- Name and address of employer
- Type of business or sector
- Occupation or position held
- Main activities and responsibilities

September 2010-the present
International University of Sarajevo, Sarajevo, BiH
University
EL Instructor

- Teaching students on all levels
- Preparing, invigilating and marking exams

September 2009-August 2010
Primary School Velesicki heroji
Primary school English teacher

- Teaching young learners
- School Language Club organizer and leader
- Organising and conducting classes for talented students and students who have difficulties learning English
- Head teacher

February 2009-July 2009
The Third Primary School, Ilidza
Primary school English teacher

- Teaching young learners
- Organising and conducting classes for students who have difficulties learning English
- Head teacher

October 2008-November 2008
The Third Primary School, Ilidza
Primary school English teacher

- Teaching young learners

September 2007-January 2008
Primary School Camil Sijaric, Sarajevo
Primary school English teacher

- Teaching young learners
- English Club organiser and leader

2006-2007
Telma, Sarajevo
English teacher

- Teaching English and occasionally translating different documents for the company

2004-2006
Interlingua International House, Sarajevo
English language teacher and Deputy Director of Studies

- Teaching English at all levels
- Teaching Business English (students of Faculty of Economy)
- Teaching General English (students of Faculty of political science)
- Teaching Medical English (students of Medical Faculty)
- Teaching Business English at Elektroprenos
- One-to-one lessons
- Conducting classroom observations
- Translation of various documents
- Preparatory lessons for Cambridge ESOL exams
- Making and regularly updating teaching material database
- Developing syllabi for different groups
- Administration work

2003-2004
Language School Poliglot, Sarajevo
English Language teacher

- Teaching all age groups, from primary and elementary school students to students of different faculties and adults

September 2002-June 2003

Mixed High School, Vogosca

High school English teacher

- Teaching high school students
- Organising and conducting classes for talented students and students who have difficulties learning English

EDUCATION AND TRAINING

• Dates (from – to)

• Name and type of organisation providing education and training

• Principal subjects/occupational skills covered

• Title of qualification awarded

• Level in national classification (if appropriate)

August 2006 – September 2006

International House World Organisation

Teaching English as a foreign language (Teaching Reading, Writing, Listening and Speaking skills, Effective lesson planning, Evaluation of student progress, Teaching Grammar, Using audio-visual aids, Adapting lessons to different learning styles, Motivating students)

IH Certificate in Teaching English to Adults

September 1997-January 2004

University of Sarajevo

BA in English Language and Literature

PERSONAL SKILLS AND COMPETENCES

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

MOTHER TONGUE

OTHER LANGUAGES

- Reading skills
- Writing skills
- Verbal skills

SOCIAL SKILLS AND COMPETENCES

*Living and working with other people, in
multicultural environments, in positions
where communication is important and
situations where teamwork is essential
(for example culture and sports), etc.*

ORGANISATIONAL SKILLS AND COMPETENCES

*Coordination and administration of
people, projects and budgets; at work, in
voluntary work (for example culture and
sports) and at home, etc.*

TECHNICAL SKILLS AND COMPETENCES

*With computers, specific kinds of
equipment, machinery, etc.*

ARTISTIC SKILLS AND COMPETENCES

Music, writing, design, etc.

OTHER SKILLS AND COMPETENCES

Competences not mentioned above.

DRIVING LICENCE(S)

ADDITIONAL INFORMATION

ANNEXES

BOSNIAN

Relationship and communication skills—establishing and maintaining healthy and rewarding relationships based on cooperation; preventing, managing, and resolving interpersonal conflict; acquired while working as a Deputy Director of Studies at Interlingua International House and in different schools

The ability to work in a team—the ability to occupy different positions in a team, respecting different opinions, having the ability to listen acquired working on several projects, seminars, etc

Time management skills, Documentation and Reporting skills, Multi tasking skills, Analytical skills, Problem solving skills, Decision making skills acquired while working as a Deputy Director of Studies in Interlingua International House and being responsible for the organization, scheduling classes, as well as monitoring and supporting the teaching staff

Computer literacy

Bosnian B Category driving license

MRS HILAL KARIC, DIRECTOR AT ELS, INTERNATIONAL UNIVERSITY OF SARAJEVO
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