

PERSONAL INFORMATION **Tatjana KNEZEVIC**

📍 Vlada Cetkovic, 81 000 Podgorica, Montenegro

☎ +382 20 269 803 📠 +382 67 385 321

✉ [tatjanak@ac.me](mailto:tatjanak@ac.me)

Sex female | Date of birth 04/04/1978 | Nationality Montenegrin

## WORK EXPERIENCE

01/10/2009- International Relations Officer (in the period 01/10/09-30/06/12 the position was funded through King Baudouin and EC funds)

University of Montenegro, Cetinjska 2, 81 000 Podgorica; [www.ucg.ac.me](http://www.ucg.ac.me)

- Project management of the internationally funded projects implemented on the University level (i.e. structural projects). Programmes: TEMPUS, FP7, SEE (funded through IPA funds in ME).
- Preparation of proposals for structural projects submitted on the University central level, and/or participatory preparation of proposal with the UoM as partner institution
- Support to academic staff/researchers in the preparation of grants and contracts for internationally funded projects, support in the implementation of the projects (advisory)
- FP7 LEAR for the University of Montenegro
- Promotion of mobility programmes for students and staff

Business or sector Higher Education and Research

05/12/2013-05/12/2014 Translator for "Higher Education and Research for Innovation and Competitiveness" Project

Business or sector Higher Education and Research

01/05/2006-30/09/2009 Advisor for International Scientific Cooperation

Ministry of Education and Science (at the time, now: Ministry of Science and Ministry of Education)

- Team member in FP6 and FP7 projects with the Ministry as a partner: SEE-ERA.NET, SEE-ERA.NET+, WBC-INCO.NET
- FP7 NCP (thematic priorities: Health, REGPOT, INCO)
- Member of the IPA unit of the Ministry
- Translation of legislative and other documentation, and interpreting for the purpose of the events

Business or sector Research

01/11/2003-01/09/2005 NGO Lingua – Pljevlja

- Courses of the English language for adults (in cooperation with the Employment Agency and Coal Mine – Pljevlja)

Business or sector Education and Training

10/10/2003-10/10/2004 Trainee at the Secondary General School `Tanasije Pejatovic` - Pljevlja

Business or sector Secondary Education

## EDUCATION AND TRAINING

Replace with dates (from - to) Teacher of the English Language and Literature (level VII1 in MQF)

Replace with EQF (or other) level if relevant

University of Belgrade – Faculty of Philology, 11 000 Belgrade, Serbia

- Replace with a list of principal subjects covered or skills acquired

## PERSONAL SKILLS

Mother tongue(s) Montenegrin

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
University degree					
Russian	B2	B2	B1	B1	B2
Total of eleven years of study in primary, secondary school and at the university					

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user  
Common European Framework of Reference for Languages

**Communication skills** •Communication skills gained through work experience with the Ministry and University.

**Organisational / managerial skills** •Project management skills  
•Organisation of work and implementation

**Job-related skills** •Team work and work with different target groups (students, researchers, governmental representatives, international organizations), including working in an international environment  
•Good knowledge of internationally funded programmes  
•Preparation of project proposals  
•Reporting (including financial)  
•Analytical activities and strategic planning

**Computer skills** •good command of Microsoft Office™ tools

ADDITIONAL INFORMATION

**Publications**

- Organizing successful student mobility – a guide for mobility officers – prepared by the mobility officers at WB universities, supported by the King Baudouin Foundation from Brussels
- Research, Technological Development and Innovation Standards – one of the authors and technical editors, within the framework of the EU funded project EVAL-INNO: [http://www.eval-inno.eu/images/Evaluation\\_Standards\\_SCREEN\\_ENGLISH\\_OK.pdf](http://www.eval-inno.eu/images/Evaluation_Standards_SCREEN_ENGLISH_OK.pdf)
- “Report on opportunities to access large scale infrastructures” within the framework of the EU funded project WBC-INCO.net: <http://wbc-inco.net/object/document/7738>
- Review of the “S&T Country Report – Montenegro” within the EU project see-science.eu project <http://wbc-inco.net/object/document/7872>
- As part of the specific project teams, technical editor and with other types of engagement in the development of University strategic documents dealing with research and innovation, lifelong learning, etc.
- For project purposes, author and/or co-author of national and institutional reports on issues dealing with teaching and research.

**Presentations**

- presentations at different conferences, workshops and training events on the abovementioned issues, aimed at the academic community, students, governmental actors, industry representatives and industry-related associations, peers, etc.

- Projects In the period 2009-2014:
- FP7:
    - 1) EVOLUNIMONT, Evaluation of Research Activities and Strategic Planning of Research at the University of Montenegro, coordinator: University of Montenegro ([http://cordis.europa.eu/result/rcn/45465\\_en.html](http://cordis.europa.eu/result/rcn/45465_en.html))
    - 2) EURAXESS Montenegro, coordinator: University of Montenegro [www.euraxess.me](http://www.euraxess.me)
  - TEMPUS:
    - 1) Creating R&D Capacities and Instruments for boosting Higher Education-Economy Cooperation, coordinator: University of Leoben, Austria, [www.rd.ac.me](http://www.rd.ac.me) ;
    - 2) OPUS, Opening University Towards Society, coordinator: University of Zagreb, Croatia <http://opus.unizg.hr/opus>
    - 3) DEBUT-M, Development of Business Training in Montenegro, coordinator: University of Debrecen, Hungary
    - 4) Education Policy Study Programme in Serbia and Montenegro, coordinator: University of Belgrade, <http://tempus-epsp.com/>
    - 5) DELLCO: Development of Lifelong Learning Concept at the University of Montenegro, coordinator: University of Montenegro <http://www.dellco.ac.me/>
    - 6) STREW, Building Capacity for Structural Reform in Higher Education of Western Balkan Countries, coordinator: University of Novi Sad <http://www.strew.uns.ac.rs/>
    - 7) FINHED: Towards Sustainable and Equitable Financing of Higher Education, coordinator: University of Belgrade, <http://www.finhed.org/>
    - 8) WBC-INNO: Modernization of WBC universities through strengthening of structures and services for knowledge transfer, research and innovation, coordinator: University of Kragujevac, Serbia, <http://www.wbc-inno.kg.ac.rs/>
    - 9) DEVCORE: Development of Learning Outcomes Approach – A Way to Better Comparability, Recognition and Employability at the Labor Market, coordinator: University of Montenegro <http://www.devcore.ac.me/eng/>
  - IPA:
    - 1) EVAL-INNO, Fostering Evaluation Competences in Research, Technology and Innovation in SEE Region, coordinator: Centre for Social Innovation, Austria ([www.eval-inno.eu](http://www.eval-inno.eu)) . Separate project proposal was prepared and contracted on the level of Montenegro, between the University and EU Delegation.
  - King Baudouin Foundation:
    - 1) Support to the further development of International Relations Offices at the WB universities, coordinator: University of Montenegro

#### CONTACTS FOR REFERENCE

---

- 1) Prof. Dr. Mira VUKCEVIC, University of Montenegro, [mirav@ac.me](mailto:mirav@ac.me)
- 2) Ms. Ines MARINKOVIC, Centre for Social Innovation, Austria, [marinkovic@zsi.at](mailto:marinkovic@zsi.at)