

Date of birth: 08/01/1992 | Nationality: German | Gender: Female | alina.pavicevac@sociaemployers.eu

About me: I have profound experience with the day-to-day workings of a European employers organisation in social services, with in-depth knowledge of European social policy and the European social services landscape. This includes EU and national-level social dialogue as well as investment needs and experience of social services employers with EU funds.

● WORK EXPERIENCE

04/03/2019 – CURRENT – Brussels, Belgium

POLICY & PROJECT OFFICER – Federation of European Social Employers

- EU-funded project management (from proposal writing to reporting)
- Membership development
- Development of Annual Budgets and Workplans
- Representation of the Organisation at national meetings and events

01/03/2018 – 01/03/2019 – Brussels, Belgium

POLICY & COMMUNICATIONS ASSISTANT – Federation of European Social Employers

- Writing of position papers and policy briefings on EU social policy
- Organisation of meetings and events, including content planning (agenda, speakers, etc.), logistics and day-management
- Writing media releases, newsletters, managing website and social media channels

● EDUCATION AND TRAINING

01/10/2014 – 31/12/2017 – Germany

MASTER OF ARTS IN TRANSCULTURAL STUDIES – University of Bremen

01/10/2011 – 31/07/2014 – Germany

BACHELOR OF ARTS IN CULTURAL ANTHROPOLOGY AND EUROPEAN ETHNOLOGY – Goethe University Frankfurt/Main

● LANGUAGE SKILLS

Mother tongue(s): **GERMAN**

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C2	C2	C2
FRENCH	B1	B1	B1	B1	B1
DUTCH	B2	B2	A2	A2	A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● DIGITAL SKILLS

Very good knowledge of MS Office (Outlook Word PowerPoint Excel) | Video Conferencing (Zoom Skype Google Hangout) | Team-work oriented | Written and Verbal skills | Organizational and planning skills