

**Personal information****Name:** Adisa Čopra**Date and place of birth:** 18.7.1997., Sarajevo, Bosnia and Herzegovina**E-mail:** adisa.copra@ses.edu.ba**Linkedin:** [Adisa Čopra](#)**Foreign languages [from 1 to 5 (1=bad, 5=excellent)]**

<i>Foreign language</i>	<i>Reading</i>	<i>Speaking</i>	<i>Writing</i>
English	5	4	4
French	4	2	2

Education

Institution	Duration	Qualification
University of Sarajevo, School of Economics and Business, Postgraduate- Department for Management and Information Technology	2020- present	
University of Sarajevo, School of Economics and Business, Undergraduate- Department for Accounting and Auditing	2016-2019	Bachelor of Management in Accounting and Auditing (GPA 8.97)
High Economic School, Sarajevo	2012-2016	Economics Technician (GPA 5.00)

Additional professional education

Certified Accountant at Union of Accountants, Auditors and Financial Workers of Bosnia and Herzegovina (issued- June 2021)

Computer skills

- Microsoft Office- Excel, Word, Outlook, Powerpoint, Publisher
- Auditing software Caseware
- Accounting software Pantheon, Microsoft Dynamics NAV

Drivers license

- B category- active driver

Working and volunteering experiences

October 2021 – present

Teaching assistant, department for accounting and finance, at Faculty for Management and Business Economy, University of Travnik (job description: teaching assistant on subjects related to department for accounting and finance, communication with professors and students, participating in preparing of teaching, evaluation of knowledge and grading students)

July 2021

Intern at Nestle Adriatic BH d.o.o. Sarajevo (job description: developing of job skills through working on international projects at Sout East Europe market)

October 2020 - January 2021

Semi-senior at RSM BH d.o.o. Sarajevo (job description: team leader (*in-charge*) during the auditing of company's financial reports while conducting audit tests and making audit and consolidated audit reports and documenting the procedures in the accounting and audit software- Caseware)

October 2019 - October 2020

Auditing assistant at RSM BH d.o.o. Sarajevo (job description: carrying out audit procedures of company's balance sheets, banks, microcredit organisations and unions, creating audit and consolidated audit reports and documenting them in the accounting and audit software- Caseware)

April 2019 - June 2019

Intern at Klas d.d. Sarajevo (job description: recording of incoming invoices, bank statements, compensation, cession, registry management- clients, suppliers, products via the Microsoft Dynamics NAV software)

February 2017 - November 2017

Member of AIESEC, the biggest youth organisation- team for outgoing practice (job description: contacting and interviewing the trainees, and being their manager during the process of finding the traineeship)

Accomplishments

2021- eBusiness Academy Certificate for Nestlé needs Youth & Finance/ Public Affairs

2019- „Prof. dr. Janko Klobučar“ Award for the best work in the field of accounting and business finances during 2018/2019.

2017- Award "Dean's list" for average grade 9.10 in academic year 2016/2017

2016- Award for the best graded student through the high school education from Government for education, science and youth, for the period 2012-2016

2016- Award for the second place on regional competition in economy from High Economic School, Sarajevo

Workshops, seminars, education, conferences

September 2017- „Coca-Cola support of the youth BiH 2017“ training (Subject: Financial education , Business planning, Project management...)

March 2017- Soft Skills Academy Sarajevo 2017 (three-day workshop for improving personal and professional skills in the Leadership, Time Management, Stress Management, Motivation and Meetings field)

January 2016- SSST Winter Academy- Department of Economics