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Biography

Personal data

Surname and name	Belma Duvnjak
Address	Sarajevo
Mobile phone number	
E-mail	duvnjak_b@hotmail.com
Citizenship	BiH
Date of birth	
Sex	Female

Desired employment	Senior Assistant Professor in the field of Social Psychology, Psychology
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Work experience

Dates	15.12.2021. –
Occupation or position	Assistant Professor for the narrower Science area of Psychology
Main activities and responsibilities	Preparing and conducting lectures, conducting consultations with students, mentoring, scientific research work, participating in the maintenance of exams, preparing reports on passing through...
Name and address of employer	Faculty of Management and Business Economics, Azapovići 439, Kiseljak
Type of business or sector	Higher education institution
Dates	7.9.2017. – 14.12.2021.
Occupation or position	Senior Assistant Professor in the field of Psychology
Main activities and responsibilities	Preparation and implementation of exercises, consultation with students, participation in exams, preparation of reports on passing ...
Name and address of employer	Faculty of Management and Business Economics, Azapovići 439, Kiseljak
Type of business or sector	Higher education institution
Dates	1.10.2017. -28.02.2018.
Occupation or position	Senior Research Assistant Social Psychology - External Associate
Main activities and responsibilities	Preparation and implementation of exercises, consultation with students, participation in exams, preparation of reports on passing ...
Name and address of employer	«Džemal Bijedić» University of Mostar, USRC "Mithad Hujdur-Hujka" 88104 Mostar
Type of business or sector	Higher education institution
Dates	2.9.2014. – 01.09.2017.
Occupation or position	Head of the study program Psychology-Sociology
Main activities and responsibilities	Administrative tasks (record keeping, work monitoring, report writing, scheduling, examination deadlines, coverage, etc.)
Name and address of employer	«Džemal Bijedić» University of Mostar, USRC "Mithad Hujdur-Hujka" 88104 Mostar
Type of business or sector	Higher education institution
Dates	2014. – 01.09.2017.
Occupation or position	Member of the editorial board of the scientific journal Educa
Main activities and responsibilities	Technical acceptance and review of works, forwarding of works to the guests.
Name and address of employer	Publishing - Journal of Education, Science and Culture, Faculty of Teacher Education
Type of business or sector	Higher education institution
Dates	2.10.2014.- 01.09.2017.
Occupation or position	Senior Assistant Professor in the field of Social Psychology
Main activities and responsibilities	Preparation and implementation of exercises, consultation with students, participation in exams, preparation of reports on passing ...
Name and address of employer	Faculty of Teacher Education, «Džemal Bijedić» University of Mostar, USRC "Mithad Hujdur-Hujka" 88104 Mostar
Type of business or sector	Higher education institution

Dates Occupation or position Main activities and responsibilities Name and address of employer Type of business or sector	11.1.2011.- 1.10.2014. Assistant Professor in the field of Social Psychology Preparation and implementation of exercises, consultation with students, participation in exams, preparation of reports on passing ... Faculty of Teacher Education, «Džemal Bijedić» University of Mostar, USRC "Mithad Hujdur-Hujka" 88104 Mostar Higher education institution
Dates Occupation or position Main activities and responsibilities Name and address of employer Type of business or sector	14/05/2010 – 1.12.2011. Interviewer Do training surveys in Herzegovina at the agreed locations and completion period. GfK BH doo (Growth from Knowledge), Skenderija br.44, Sarajevo Agency for Market Research and Opinion Polling
Dates Occupation or position Main activities and responsibilities Name and address of employer Type of business or sector	1/12/2007 – 31/3/2008 Personal Assistant on the Mobile Service Project ("Doctors for disabled") Assistance in: clothing and personal hygiene, housekeeping, performing administrative and external tasks for the beneficiary, movement of the disabled person (assistance beneficiary) "SUMERO" ul. Sutjeska 18, Sarajevo Federation of Associations for Assistance to Persons with Mental Retardation FBiH
Dates Occupation or position Main activities and responsibilities Name and address of employer Type of business or sector	9/2005– 6/2007 Volunteer - Assistant in the "Creative Photo - Art Section" Weekly planning, organizing and conducting workshops for (artistically) gifted children IV Elementary School , (Brankovac), Mostar, Teacher Emina Gozo 062 280 035. Public institution
Dates Occupation or position Main activities and responsibilities Name and address of employer Type of business or sector	25/03/2007 – 25/10/2007 Volunteer - Workshop leader for children with special needs in Sun. Preparation of workshop methodology and implementation of workshops Peace Builders Association - Local Volunteer Service (AGM-LVS) Mostar Non-governmental organization
Dates Occupation or position Main activities and responsibilities Name and address of employer Type of business or sector	19/04/2007 – 19/06/2007 Interviewer in Disability and Disability Survey (PWD) Participation in the training course, studying and adherence to the instructions, conducting personal interviews with PWD, and submitting surveys at the agreed time. Project "Support to Development of Disability Policy (POI) in BiH (2005-2009)"; Independent Bureau for Humanitarian Issues (IBHI), Šaćira Sikirića 12, Sarajevo, BiH
Dates Occupation or position Main activities and responsibilities Name and address of employer Type of business or sector	2004. – 2007. Volunteer at Sun for Children and Youth with Special Needs Association Production of business cards, leaflets, calendars, copying for clients, assistance with working with children in a half-day stay, making unique items, working on glass, attending and presenting events at seminars, events, congresses ... Sun Association, Južni logor bb, Mostar Non-governmental organization
Education and training	
Dates Name of the qualification awarded Name and type of organization of the education and training providers Level according to national or international classification	2015/2016. – 16.10.2020. Doctor of Economics in the field of Business Psychology (the paper entitled "Social competence and quality of life as predictive factors of general satisfaction of employees", Professor Dr. Jasna Bajraktarevic) University of Travnik, Faculty of Management and Business Economics, Azapovici 439, Kiseljak, BiH Doctoral study (III cycle)

Dates Name of the qualification awarded Name and type of organization of the education and training providers Level according to national or international classification	1/9/2015.-... Fractal Diagnostic and Correction Method (Ongoing Training) Full potential of j.d.o.o.Zagreb Center for Potential Development. Psychotherapy
Dates Name of the qualification awarded Name and type of organization of the education and training providers Level according to national or international classification	2010/2011. – 4/3/2013. Master of Psychology (thesis entitled “The Impact of Social Networks on the Development of Social Intelligence”, mentor: Prof. Jasna Bajraktarević, PhD) University "Džemal Bijedić" in Mostar, Faculty of Teacher Education, Department of Psychology Master study (II cycle)
Dates Name of the qualification awarded Name and type of organization of the education and training providers Level according to national or international classification	2006/2007. – 2009/2010. Graduate Psychologist University "Džemal Bijedić" in Mostar, Faculty of Teacher Education, Department of Psychology Graduate Study (I cycle)
Dates Name of the qualification awarded Name and type of organization of the education and training providers Level according to national or international classification	2001.-2004. High school graduate „II Gymnasium“ Mostar, BiH High school
Professional and scientific works:	
<ul style="list-style-type: none"> • Belma Duvnjak and Jasna Bajraktarević: "Personality, creativity and fractal method", Professional paper. 2020. Journal of the Faculty of Pedagogy. Post scriptum. Bihać (in progress) • Belma Duvnjak: "My thoughts in the Mahala fractal", Online book. November, 2019. ISBN-13:978-613-9-41915-9, ISBN-10: 6139419158. GlobeEdit. https://my.globeedit.com/catalog/details//store/gb/book/978-613-9-41915-9/moje-misli-u-mahali-fraktala-my-thoughts-in-mahal-fractals • Belma Duvnjak and Šuajb Solaković: "Relation of life satisfaction, achievement motives and attitudes towards education among employees". Journal of University Chronicles. December 2018. Number 20. University of Travnik. • Belma Duvnjak: "Sociability then and now" Journal of University Chronicles.. December 2018. Number 20. University of Travnik. • Belma Duvnjak i Šuajb Solaković: "The distribution of attitudes about education with employees", Original scientific paper, Journal of Education, Science and Culture Educa, Year X, No. 10, ISSN: 2303 – 7342, University "Džemal Bijedić" in Mostar, Faculty of Teacher Education • Belma Duvnjak i Slobodan Brkić: "Correlation between cognitive and affective components of attitudes toward people with physical disabilities", Original scientific paper, Thematic Proceedings Part II , VII International scientific and professional conference "Improving the quality of life of children and young people" 2016., ISSN 1986-9886, Tuzla, BiH. • Belma Duvnjak: "The association of interpersonal orientation (IO) and the use of the Internet among students", Original scientific paper, Putokazi 2014., no. 2, page.37, ISSN 2303 – 470X, Medugorje, BiH. http://fdzmb.org/putokazi/?page_id=27 • Belma Duvnjak i Jasna Bajraktarević : "Connections using social intelligence of students", Original scientific paper , Human, may 2013, volumen 3, ISSUE 2, page 20, ISSN 2232-9935 (print), ISSN 2232-996X (online), Tuzla, BiH. http://www.human.ba/index.php/41-issues-category/106-vol-3-issue-2-may-2013, • Belma Duvnjak: "The socialization through play", Professional work, Sportski logos, 2012., year 10, no. 19. page.82, ISSN 1512 – 875X (print) ISSN 2233 – 0852 (online), Mostar, BiH. http://www.nf.unmo.ba/resources/1/lzdavacka_djelatnost/Sportski%20logos%20br%2019_2012-gotovo.pdf 	
Seminars, training, conferences:	
<ul style="list-style-type: none"> • 5.-9. October. 2020. T4 World Education Week. Online conference. T4, Enghavevej 9, DK-7100 Vejle, Denmark • 17,18,19. November.2017. i 24,25,26. November 2017. Certified training for registered behavioral technicians - RBT. Association to support families with children and people with disabilities Colibri - Sarajevo. Faculty of 	

Management and Business Economics, University of Travnik, Kobiljača

- 5.i 6. I 12. i 13. may 2017. Seminar for Expressive art therapy in the education and rehabilitation - module I. College prirodoslovno - Science and Education, Institute for Education in Mostar.
- 15.10.2016. Emotional intelligence, self-management and effective communication, one-day seminar, Student organizations, each student Mostar. Hotel Bristol.
- 27.08.2016. International Conference "Challenges and solutions in autism," Association of the world in pictures, Zenica, Zenica Hotel.
- 24.-26.06.2016. VII International scientific and technical conference "Improving the quality of life of children and young people", Tuzla, BiH, Association for support of creative development of children and youth, Special Education - Rehabilitation Sciences, University of Tuzla, Hotel Tuzla.
- 6. - 8.5.2016. Workshop drawing fractals, "The line and color correction in the drawing" and "Fractals in psychotherapy". 21 hour, Full potential j.d.o.o. Zagreb
- 12.3.2016. EQ seminar. Each student Mostar. University campus.
- 6.2.2016. An educational and experiential workshops systemic constellation "Soul in Motion". Leader: Ermin Asotić, cert. therapist system constellation. Held at the UDR. Young psychologist. Mostar
- 6.12.2015. i 7.12.2015. Workshop drawing fraktala- Analysis of drawings and fractals support. Full potential j.d.o.o.Zagreb
- 5.12.2015. International pedagogical conference on the importance of artistic expression in education "Live line - from drawing to thinking," International Center for Children and Youth, New Sarajevo.
- 28.11.2015. Coaching seminar on the theme 'Art relations with others', KEC Sehara, Mostar.
- 16.9.2015. i 17.9.2015. Workshop drawing fraktalia -Basic program (Part I). Full potential j.d.o.o.Zagreb
- 7.i.8.11.2014. Two-day workshops "Writing projects according to EU standards", Teacher Training Faculty, Mostar
- 11,13,14.3.2014. Educational workshops "The statistical package SPSS 'Union students at the University" Džemal Bijedić "in Mostar.
- 4.6.2013. Workshop "Perception of social networks and their impact on the behavior and communication of young people", the Union of students at the University "Džemal Bijedić" in Mostar.
- 13.i14.4.2012. Educational workshops "SPSS and basic knowledge of statistics", the Union of students at the University "Džemal Bijedić" in Mostar.
- 23.-25.3.2012. Education training on the topic "Personal marketing-how to present it better, and that it is not bragging," Citizens' Association House open heart, Mostar.
- 24.-26.2.2012. Training "Facial expressions of emotion" Asociation for Professional Orientation and Education.
- 15.6.2010. IT workshop: "Prepare the perfect application for the job," Career Development Center. Mostar.
- 22.4.2010. Workshop on "how to make a CV", Career Development Center. Mostar.
- 30.3.- 15.6.2009. English Course-eleetary, Cultural Center „Kralj Fahd“, Mostar.
- 2.9.2009. Seminar "How to write a project," Organization Mozaik.
- 7.7.2008. Round table "Development of possible models of support to people with autism and their families", Tuzla.
• April 2008 4 training for personal assistant "Basics of personal assistance" under the project "Assistance to persons with severe disabilities in poverty in BiH".
- 11.-20.9.2007. Course Sign Language Level I, Center Los Rosales, Mostar.
- 12.09.2007. Roundtable on "Establishment of support services at the local level" with the support can be a lot, Sarajevo.
- 19.04.2007. Training for interviewers in the "SUPPORT policy development in the field of disability-poi" "status and needs of OSI."
- 29.6.2006. Sports competition "Meet us in sports' Association Sun, Mostar.
- 22.06.-23.06.2006. Workshop for children with special needs "Working on a computer," organizers Educon and Mostar Gymnasium.
- 08.05.- 12.05.2006 "Working with victims of trauma and violence"; Women BiH.
- 01.12.2005. The campaign for the rights of people with special needs, "Where are my rights", a round table on the topic. "The right to social protection of persons with special needs' Association Sun, Mostar.
- 12.10.2004. "More efficient support and zbrinavanje mentally retarded persons"; Association Sun, Mostar.

Workshops, seminars and training - under my leadership

- 01.12. – 14.05.2017. Secretary and member of the organizing committee and the International Conference MICE, Teacher Training Faculty, University "Džemal Bijedić" in Mostar.
- 01.04.2017. Within the project "Inclusive education - how to use it in the local community," a lecture on psychological well-being of inclusion. Citizens Association Infinitas Mostar. Cultural Center.
- 01.03. -31.03. 2017. Lectures for family users centralized Maps learning for school children. 2 creative -psihološke workshop called "Learning through color." Family Center, Mostar.
- 03.01. – 28.02. 2017. As part of the "Stop Drugs" Association of Parents and Friends of People with Special Needs "Sun Mostar", held six workshops, four workshops called "confidence against drugs" in four elementary schools, two workshops titled "Know yourself through color" in assoc. Sun.
- 01.04.2016. Drawing workshop fractals - Mahala fractals for the employees of the center. Center for children and youth with special needs Los rosales, Mostar.
- 17.3.2016. Creative-psychological workshop under the project "Elementary school students at teacher training faculties." Association of Students of Teachers' college
- 25.2.2016. The workshop "Selection Interview". Parent's Club. Family center. Mostar
- 18.2.2016. Workshop "Writing a CV and cover letter". Parent's Club. Family Center. Mostar

- 13.12.2011. Coordinator of the workshop "Techniques of motivation and learning styles", Union students at the University "Džemal Bijedić" in Mostar.
- 9.2.2011. Appreciation for assistance in the establishment and organization "Debate Club of students teaching faculty," Student Association of Teachers Faculty.

Personal skills and competences

Native language	Bosnian
Other language	English I level (B1 / B2)
Other language	Signing I level
Social skills and competences	Communicative, reliable, own initiative person, prone to teamwork, creative, persistent, resourceful, flexible, cheerful spirit, organized.
Organizational skills and competences	Organizing creative workshops, occupational workshops, exhibitions, presenting a variety of topics, seminars (one-day, weekend), the organization of benefactors action Competence I acquired: volunteering at school, through additional training in the form of seminars, training through work.
Computer skills and competences	Word, Windows 2007, Excel, Power point, Internet, Corel. Completed courses and independent learning.
Artistic skills and competences	Drawing on the glass, making a variety of unique items, photography, fractals
Other skills and competences	Participation in the choir, mountain climbing
Driving licence	Category B

Accessories

Certificates on completed courses: Informatics, English language, sign language, certificates of completed seminars and training, participation in conferences, certificate of volunteering ..