

Curriculum Vitae

Personal information

First name(s) / Surname(s) **Slavica Alojzija Černoša**

Nationality Slovenian

Dates	25. 11. 2012 -
Occupation or position	Secretary, Head of Division
Main activities and responsibilities	Division for upper secondary education, responsible for upper secondary education in Slovenia
Name and address of employer	Republic of Slovenia, Ministry of Education, Science and Sport, Masarykova 16, 1000 Ljubljana
Type of business or sector	Education, Lifelong Learning
Dates	1. 03. 2010 – 24. 11. 2012
Occupation or position held	Secretary
Main activities and responsibilities	Education Development Office, responsible for research projects
Name and address of employer	Republic of Slovenia, Ministry of Education, Science and Sport, Masarykova 16, 1000 Ljubljana
Type of business or sector	Education, Lifelong Learning
Dates	14. 05. 2008 - 1. 03. 2010
Occupation or position held	Secretary, Head of Division
Main activities and responsibilities	Head of Division for Adult Education, responsible for adult education in Slovenia
Name and address of employer	Republic of Slovenia, Ministry of Education, Science and Sport, Masarykova 16, 1000 Ljubljana
Type of business or sector	Education, Adult Education, Lifelong Learning
Dates	1. 9. 2006 - 14. 05. 2008
Occupation or position held	Acting Manager
Main activities and responsibilities	Management, Research, Development
Name and address of employer	Slovenian Institute for Adult Education, Šmartinska 134 A, 1000 Ljubljana
Type of business or sector	Education, Adult Education, Research and Development
Dates	12. 03. 2003 – 31. 08. 2006
Occupation or position held	Secretary, Head of Division
Main activities and responsibilities	National Coordinator for E&T 2010, National Coordinator for Lifelong Learning
Name and address of employer	Republic of Slovenia, Ministry for Education, Science and Sport, Kotnikova 38, 1000 Ljubljana
Type of business or sector	Development, Adult education, Lifelong Learning
Dates	9. 2. 1998 - 11. 3. 2003
Occupation or position held	Assistant Manager
Main activities and responsibilities	National In-service teacher education system, head of department
Name and address of employer	The National Institute for Education, Poljanska 28, 1000 Ljubljana
Type of business or sector	Education, Counselling, Research and Development
Dates	1. 10. 1995 - 8. 2. 1998
Occupation or position held	Senior Adviser, Head of Project
Main activities and responsibilities	Development, advising
Name and address of employer	Slovenian Institute for Adult Education, Šmartinska 134 A, 1000 Ljubljana
Type of business or sector	Adult education, Research and Development, Counselling

Dates **10.10.1984 - 30. 9.1995**

Occupation or position held Teacher, Head of adult education unit

Main activities and responsibilities Teaching, adult educator, organizer and provider of formal and non-formal vocational adult education

Name and address of employer Upper Secondary School for Hotel Management and Tourism, Preglov trg 9, 1000 Ljubljana

Type of business or sector Vocational education and training, Adult education

Education and training

Dates 1997-2000

Name and type of organisation providing education and training University of Maribor, Faculty of organizational Sciences Kranj

Level in national or international classification Postgraduate study - PhD of Organizational Sciences: Organization and Management of Human Resource and Educational System with Thesis: Development and Promotion of Adult Educators in Education System (ISCED 6).

Dates 1990-1993

Name and type of organisation providing education and training University of Maribor, Faculty of organizational Sciences Kranj

Level in national or international classification Postgraduate study - M.Sc of Organization Sciences: Organization and Management of Human Resource and Educational Systems (ISCED 6)

Dates 1979 - 1984

Name and type of organisation providing education and training University of Ljubljana, Faculty of Art Ljubljana

Level in national or international classification Bachelor of Science in Croatian Language and Sociology (ISCED 5)

Personal skills and competences

Mother tongue(s) Slovenian

Other language(s) English, German, Croatian, Serbian

Self-assessment
European level (*)

	Understanding		Speaking		Writing
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	B2	B2
German	B1	B2	A2	A2	A1
Croatian	C2	C2	C2	C2	C2
Serbian	C2	B2	C2	C2	B2

(*) Common European Framework of Reference for Languages

Social skills and competences

Excellent experiences and skills about multicultural environments, especially adaptations and tolerance -13-years long term living and schooling in Croatia, voluntary work in Belgrade (one month), seminar in Netherlands (2 weeks - How to operate in Brussels).
I am an enthusiastic, self-motivated, results-driven worker who continuously demonstrates a high level of commitment and business acumen. I am also a good team worker who will exert every effort to ensure that the goals of the team are met. I am quick to adapt to new environments and research techniques and technologies. I am an optimist with a good sense of humour and an open mind for diversity of different personalities, especially those of the co-workers.

Organisational skills and competences	<p>Excellent organizational knowledge and skills: due to formal education, due to previous working experiences in leading different organizational and project groups such as top manager of public institution for research, development and counselling in field of adult education, head of adult education unit, head of project group and head of department, due to coordination different national coordinators and experts in working groups on the Future Objectives and implementation of work program Education and Training 2010. Researcher (registered ARRS, researcher's code 23285), Project Manager of many public tenders and ESF project as well.</p> <p>My advantages are: excellent and systematic work, analytical and synthetic capability, planning, forecasting and foreseeing; experience as a teacher, an adult educator, a researcher and a developer in adult education area (comprehensive overview); excellent theoretical as well as practical knowledge and skills in organisation and leadership; experience as member in different international work groups (team work); experience with administration of budgeting especially with call for tenders at different levels (national and international, mostly European); experience in strategic planning, implementing, evaluating and reporting; I strongly support learning and education in all life periods.</p> <p>Memberships: Network group B, Socio-economic outcomes of education, INES-OECD; representative of the PIAAC Board of Participating Country, OECD, member of Working Group on the Adult Learning Action plan, EC-EUD, member of thematic working group on assessment of Key Competences EC, DG EAC; member of the expert group on lifelong learning, EC, DG EAC, member of thematic working Group against Early School Leavers, EC, DG EAC,</p> <p>Current memberships: member of EQF Advisory group, member AC VT, member DG VT, member MB Cedefop, member of GB ETF.</p>
Computer skills and competences	Familiar with all Microsoft computer software and comfortable with Oracle. Very good command in Lotus Notes (governmental software)
Other skills and competences	Love to read and visit Theater, enjoy running, cycling, swimming and playing golf. Love to travel and experience different culture.
Driving licence	Hold a driving licence, B category of vehicles.
Additional information	66 different articles, monographs, expert's reports, analyses etc (Cobiss)