CURRICULUM VITAE

Personal data

Name and surname: Gordan Grujić
Birth date: 07. june 1969.
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Education

Specialist education: FON - Specialist in electronic business
Certificate: IT system auditor, ISO 27001:2013 standard
Higher education: Faculty of Commerce and Banking of BK University,
major: Trade Management (Bachelor of Economics)

Work experience and job description

01.01.2018 .- (now): company - "Železnice Srbije"ad	<u>Main coordinator for IT and application support (programing)</u> Administration of IT systems, servers and programming. Maintenance and upgrading of applications and data to support business processes (Business Intelligence). Maintenance and development of the website IT Platform: MS Windows 7, 10 11, MS Office 2007-2024 VMware workstation, WinServer 2012 and 2016, MSSQL, MySQL, HTML, CSS, JavaScript, WordPress, PHP, JAVA, Excel, .Access, VBA
15.06.2015.- 31.12.2017. company - "Srbija Kargo"	<u>Coordinator for ICT system and application support (programing)</u> System administration, networks and programming. Maintenance and upgrade of the application for monitoring the transportation of goods. Website maintenance IT Platform: MS Windows 7, 10, MS Office 2007-2016, WordPress, HTML, CSS, JavaScript, PHP, VB.NET, SQL, MySQL
02.03.2009. - 14.06.2015. company - JP "Železnice Srbije"	<u>Chief coordinator for KK calculations</u> Coordinating the work of departments and organizations and performing international financial affairs and accounting activities towards foreign partners and foreign railway administrations.
02.04.2006 - 01.03.2009. company - JP "Železnice Srbije"	<u>Deputy Director of the Sector for Foreign Exchange Affairs</u> Management of international financial affairs and transactions of foreign exchange related to the organization and control of debts and claims, income, obligations and international credit affairs, with foreign partners, domestic and foreign banks and financial institutions

17.05.2005 - 01.04.2006. company - JP "Železnice Srbije"	<u>The main organizer of bank account calculations</u> Organization of international financial affairs of collecting, processing data and making current accounts towards foreign partners and foreign railway administrations.
02.10.2000. - 16.05.2005. company - ŽTP "Beograd"	<u>Leading designer - IT programmer, computer scientist</u> Work on software and database that support procurement and inventory, IT support for procurement operations and further design and upgrade of the info system of the procurement plan, procurement process and storage of items. IT platform: MS Windows, MS Office, Clipper 5, DB2, Access, VB.NET, VBA
12.05.1997. - 01.10.2000. company - ŽTP "Beograd"	<u>Organizer of foreign trade operations</u> Organization, coordination and monitoring of procurement processes, international correspondence, preparation of international trade agreements, coordination of payment, transport, forwarding and customs clearance processes.

Personal characteristics:

Rich experience in the IT sector as a programmer, developer, administrator in many projects, and business as well as economic affairs. Ready for maximum engagement and commitment to work, resourceful for new problems, challenges and situations. Responsible and open to team as well as individual tasks. I want to gain new knowledge and I try to constantly improve and perfect the already acquired knowledge and skills. Sociable and adaptable to people of different profiles and interests. I easily get in touch with people and respect the organizational hierarchy. I have a category B driver's license and knowledge of the English language.

Hobbies:

Hiking, Archery, Music...