

CV

Olivera Ponjavic

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Basic data: date of birth: 29TH November .1969.

place of birth: Užice

Education:

Level 7 qualifications /Master's degree

graduated from the Faculty of Mechanical Engineering, University of Belgrade in 1993, Master's degree in thermotechnics / Mechanical Engineering

Work history: 2003 -present Užice Technical School (A secondary school teacher-mechanical engineering subjects/courses, Užice Technical School, since 2009, organizing classes devoted to practical training.

1995-2003. - MPP "Jedinstvo" Sevojno - independent sales department representative (writing specifications, making offers, for thermotechnical installations and equipment)

Licence to work in an educational institution A certificate of passing the licensing exam, issued by the Ministry of Education number 152-00-4589/2006-13 dated 11th June 2010.

Professional engagement and achievements

Projects

Training center for school and economy ((Regional Challenge Fund - call 3.)	since 2023.
Improving the quality of practical teaching by purchasing modern CNC equipment (Regional Challenge Fund - call 1.)	since 2021.
Establishing a financial management and control system (FMC) in schools with the support of the local self-government unit	since 2021.
State graduation project The State Graduation Project The project aimed at observing and meeting official school regulations regarding a general certificate of secondary education	Since 2016.
Digital school – European pilot program	2020 - 2021.
Development center - a school in the project, within which all teachers and professional associates employed at the school mastered online training for the implementation of the National Curriculum Framework - Basics of learning and teaching and the development of training schools	2014/2015.
Regional competence centers, ReCeKo – Serbia	From the year 2009 to the year 2013.
ZORA PRO, A member of the working group	From 2010 to 2012.

Memberships

A Member of the working group for the development of teaching and learning plans and programs for the new educational profile Technician for industrial robotics	2022.
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A Member of the working group of the Ministry of Education for defining the concept of the State Matura	From 2016 to 2017.
A Member of the Executive Board of the Community of Mechanical Engineering Schools	From 2013 to 2017.

Certificates

A Certificate of Completion- completing an educational programme/Teaching and learning, meeting qualification standards - Technician for industrial robotics	23rd January .2023.
A Certificate of Completion/ completing educational training involving the continuing professional development program	
" Training program for employees in education / Digital classroom / Digitally competent teacher - introduction of electronic textbooks and digital educational materials/ completing educational training involving the continuing professional development program	31st May 2021
A Certificate of Completion Teacher training program for the implementation of teaching oriented towards learning outcomes"/training of the continuous professional development program "	23rd November .2021.
A Certificate of Completion <i>Training for the implementation of the National Curriculum Framework - Basics of learning and teaching and the development of training schools</i> completing educational training, regarding professional development	
	2014/2015.
A Certificate of Completion <i>The Application of</i>	2014.

information and communication technologies in teaching completing educational training, regarding professional development

- Certificates of participation in the international Festival of examples of good practice in the field of mechatronics, Kranj, Slovenia 2012.
- A Certificate of completion of the professional development program "Knowledge, tools and experience for successful school management - the wisdom of good managers" 2009.

Other activities

- Organizing training programs in more than 20 vocational schools, in Serbia, on the topic *Let's learn together to make our schools better*. The Ministry of Education, Science and Technological Development has designated our school as the training provider. Specifically, I worked on the subject of Managing external partnerships and Creating public-private partnerships and Acquiring quality practical knowledge and skills as the main goal of secondary vocational education 2019.
- Creation of a flowchart of students' movement during practical classes in the economy and the document "Through the production process" for the new educational profile Furniture manufacturing operator 2015-2016.
- Cooperation with schools in the country and abroad: Polytechnic School in Kragujevac, Technical School "Ivan Sarić" in Subotica, Air Force Academy in Belgrade, School Center in Kranj, High School "Gorgi Naumov" in Bitola since 2005.
- Study visits and student exchange with partner schools from Kragujevac, Subotica and Kranj Since 2005.
- Secretary of the Association of Mechanical Engineering Schools of Serbia from 2013-2017.
- Work according to the quality system at the school, which relies on the EFQM model of excellence since 2010
- The use of the electronic communication and collaboration system in the school since 2012, and

within the Microsoft Office 365 system for education
since 2013.

Signature

Olivera Ponjavic