

CURRICULUM VITAE

1. Family Name:	Brovina	
2. First Name:	Bleta	
3. Nationality:	Kosovan	
4. Date of Birth	30.10.1982	
5. Gender:	F	
6. Contact details:		
<i>Email:</i>	bleta.brovina@uni-pr.edu	
<i>Tel:</i>		
7. Education Degree:		
<i>Institution:</i>	Faculty of Law, University of Prishtina "Hasan Prishtina"	
<i>Degree Date:</i>	2005	
<i>Degree :</i>	Bachelor of Law	
<i>Institution:</i>	Faculty of Law, University of Prishtina "Hasan Prishtina"	
<i>Degree Date:</i>	2008	
<i>Degree/ Master :</i>	Master of Law sciences	
<i>Institution:</i>	Faculty of Law, University of Prishtina "Hasan Prishtina"	
<i>Degree Date:</i>	Ongoing	
<i>Degree / Doctorate :</i>	PhD candidate	
8. Academic Degree:		
<i>Institution:</i>	Faculty of Law, University of Prishtina "Hasan Prishtina"	
<i>Degree Date:</i>	2012	
9. Scientific Publications:		
Scientific journal		
<i>Title of paper</i>	<i>Journal name</i>	<i>Year / Volume / Pages</i>
"The procedure of distribution of 20% from the sale of the socially owned enterprises"	Academic Journal of Interdisciplinary Studies	Vol. 4, No 1 S2 (2015), April 2015 - Special Issue, page 53-56
Abstracts from the International and National Conferences		
<i>Title of paper</i>	<i>Journal name</i>	<i>Year / Volume / Pages</i>
Other publications		
<i>Title of paper</i>	<i>Journal name</i>	<i>Year / Volume / Pages</i>
"The missing persons in	Human Rights Monograph	Prishtina 2004

Kosovo"		
"From dawn till dusk. Child labor in Kosova"	Human Rights Review	Year I, No.2, December 2003, page. 58-64
10. Work experience record:		
<i>Dates:</i>	2012	
<i>Location:</i>	Prishtina	
<i>Name of the Institution:</i>	Faculty of Law, University of Prishtina "Hasan Prishtina"	
<i>Position:</i>	Teaching assistant at Financial Law Department	
<i>Description:</i>	Teaching Research Calling and attending Faculty's and Financial Department's meetings. The right to vote and preparing the minutes. Assisting in exams	
<i>Dates:</i>	2006-2013	
<i>Location:</i>	Prishtina	
<i>Name of the Institution:</i>	Privatisation Agency of Kosovo (PAK) - Kosovo Trust Agency (KTA) EU Pillar IV-UNMIK	
<i>Position:</i>	Legal Officer	
<i>Description:</i>	<p>Providing legal advice on matters of Kosovo applicable law and in particular advising on the historical and legal aspects of individual land disputes;</p> <p>Registering, reviewing and monitoring all claims and assessing the nature of such claims;</p> <p>Coordination with Legal Department and regional offices and relevant institutions including the cadastre offices, Municipal and District Courts in the collection of documents for SOE-s being prepared for privatization;</p> <p>Activating management of a caseload of claims, including the drafting of court submissions, pending before the Municipal and District Courts as well as before the Special Chamber of the Supreme Court of Kosovo;</p> <p>Communicating actively with Courts (in particular the Special Chamber) and claimants in relation to claim related matters;</p> <p>Provide legal representation in all Court-related matters on behalf of administered Enterprises or the PAK in it's own capacity as party</p> <p>Observing and monitoring court deadlines and other internally set deadlines</p> <p>Attending meetings in relation to claims-related matters and reporting back, as necessary.</p>	
<i>Dates:</i>	2005-2006	
<i>Location:</i>	Prishtina	
<i>Name of the Institution:</i>	Bank for Business	
<i>Position:</i>	Legal Officer	

<i>Description:</i>	<p>Representing the Bank at the Court sessions, Preparing contracts and other decisions related to HR issues Making the necessary preparations for client's suits relating loans in loss, Monitoring the executing of Court Decisions, Arranging Court Sessions, Giving written responses to the Courts and Lawyers, Keeping the records of all clients involved in Court procedures, Data collection, Meetings with the Management, Workers Preparing reports</p>
11. Education and training:	
<i>Dates:</i>	March 2014
<i>Title of qualification awarded:</i>	Certificate for completion of Bar Exam
<i>Principal subjects/occupational skills covered:</i>	Law
<i>Name and type of institution providing education and training:</i>	Ministry of Education
<i>Level of national and international classification:</i>	National
12. Additional information:	
<i>Organizational skills and competences:</i>	Advanced team leadership and negotiation. Good evaluated in arranging Court Sessions, meetings with judges, maximizing opportunities of the Institutions during the legal contests. Successful

	<p>in negotiations held with the debtors of the bank, resulted in increasing the bank's financial profit.</p> <p>Took part in establishment of the organisation "11 +" between Serbian and Kosovan law students during the year 2004, together with the OSCE officers, for the purpose of increasing the cooperation between Serbian law students of the Faculty of Law – North Mitrovica and Kosovan law students of the Faculty of Law – University of Prishtina</p>		
<i>Computer skills and competences:</i>	Word, Excel, Access, PowerPoint, Internet, ect.		
<i>Language skills: (1 to 5: 1 lowest - 5 fluent)</i>			
<i>Language.</i>	<i>Speaking</i>	<i>Writing</i>	<i>Reading</i>
Albanian - mother tongue	5	5	5
English	5	5	5
Italian	3	3	3
<i>Awards and Membership:</i>			