

SASHA VELJANOV, DVM

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Mobile: +962 79 95 30 794 (Jordan) / +389 75 88 88 07 (Macedonia)

- Conducted local staff comparative salary analysis based on Birches Salary Survey document; identified salary level flow for the NGO sector in Sierra Leone for the past 3 years and noted the differences/recommended possible adjustments for JSI office in Sierra Leone

December 2016 – March 2017

Business Start-Up Consultant

Cortex Virtual Reality Center / Athens, Greece

- Consulted with the owner to understand business vision, objectives, and values. Designed business model for Cortex-VR. Analyzed various pricing schemes based on differing assumptions of client flow. Presented high, medium, and low case scenarios matching different utilization assumptions and price points, and recommended a pricing structure that maximized likely profit while maintaining realistic assumptions of start-up customer base.
- Conducted market research to identify possible investment and funding sources. Generated a combination of private investment and locally available small business loan service to fulfill the projected budget needs
- Recommended VR Gear, Equipment Set, and software package based on business owner's ideas combined with my research and technical knowledge of the industry. Prepared procurement plan, identified vendor for VR and other IT Equipment, prepared and executed purchase orders, and ensured timely delivery and installation of all equipment.

October – December 2016

Operations Management Consultant

Catholic Relief Services – Lebanon

- Provided leadership and oversight of the country program's operations and support departments including Supply Chain Management, Human Resources, Finance, Information and Communication Technology, Risk Management
- Analyzed CRS Lebanon Cost Allocation and Procurement systems and provided recommendations for systems improvement

April – October 2016

Head of Operations – Migrants Crisis

Catholic Relief Services - Greece

- Provided leadership and oversight of the country program's operations and support departments including Supply Chain Management, Human Resources, Finance, Information and Communication Technology, and Risk Management. Structured the business processes for the new country office, bringing it in line with agency global standards.
- Led tender and contracting process to establish business relationships for legal support, accounting services, insurance, and office space for the new country office.
- Prepared detailed procurement manual for local partners, outlining procurement principles and procedures. Built the partners' capacity to manage procurement in line with CRS and donor compliance standards
- Prepared and executed contracts worth over €1 million for UNHCR-supported reconstruction and refurbishment of 6 apartment blocks used to house 1,200 refugees. Led tender, selection, and contracting of vendors, and delivery and installation of products worth over €350,000, to supply furnishings and appliances to ensure acceptable living standards
- Established and managed internal control systems for UNHCR-funded Cash Transfer program worth over €3 million, which provided financial security to 13,000 refugees. Reviewed the proposed contract with the financial support institution for provision of cash cards, bringing it in line with CRS' policies and in compliance with CRS' contractual management process. Developed tracking system for proper accounting of cards received, issued, and balance; and reconciled with online accounting system
- Conducted donor pipeline analysis, expense monitoring, and realignment of budgets from donors including UNHCR and DFID. Provided oversight of, and directly contributed to, budgeting and procurement planning for new project development. Led donor compliance for the country office.

September 2015 – April 2016

Head of Operations

Catholic Relief Services – Turkey

- Country Program Leadership in Operations Management, responsible for oversight of Supply Chain, HR, Finance, ICT, Compliance; Effectiveness and efficiency; Risk Reduction; Relationship Management and stakeholder engagement
- Directly managed local procurement tender of food commodities and NFIs as well as transport to and warehousing in Syria, with overall program value of over \$20 Million
- Established compliance standards for operations, inventory management and food distribution inside Syria, through remote management, taking into consideration staff safety and security

May 2012 – September 2015

Head of Operations

Catholic Relief Services - Sierra Leone

- Country Program Leadership in Operations Management, effectiveness and efficiency, risk reduction, and stakeholder engagement
- Created the Management Analysis Tool – an Excel based platform that gave automatic cost comparison results of monthly expense data; created prompt action plan for addressing operational cost challenges and bringing them in line with the planned budget
- Improved country program procurement system by analyzing monthly procurement trends
- Designed and implemented training for institutional capacity building for local Caritas partners
- Planned, coordinated and managed international procurement of 2,000 MT/year of food commodities for the Food for Education program, from the supplier point in USA to the distribution point in Sierra Leone, with total program value of \$4 million/year
- From June 2014 - August 2015, led CRS SL Ebola Emergency Response and corresponding staff safety and security measures. Developed the CRS SL Ebola contingency plan
- Served as overall coordinator and budget manager of the implementation of the agency's Ebola response projects with a budget of over \$7 million for six months

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- Led rapid procurement and logistics support to four District Ebola Response Centers (DERCs) in hardest-hit districts during the Ebola response: overall management of Government Ebola response fleet (200+ vehicles) that included establishment and maintenance of emergency communication systems, vehicle dispatch, decontamination, fuel and maintenance control, rapid vehicle service

December 2007 – May 2012

Head of Management Quality

Catholic Relief Services – Zimbabwe

- Country Program Leadership in Operations Management for financial portfolio of \$90 million
- Identified inefficiencies and risks in country office procurement processes. Designed and conducted an assessment, resulting in recommendations for improved operational efficiency in procurement processes. Led the design and roll-out of new procurement systems, which due to its success in-country, became the prototype for global agency-wide process improvements
- Designed and implemented organizational and project management capacity building training for local implementing partners in Zimbabwe
- Improved country program asset management by creating a system for recording, marking and physical count of assets as well as linking the asset register information with the data in finance and procurement databases

August 2007 – November 2007

Rapid Emergency Response Coordinator

Catholic Relief Services – India

- Coordinated flood relief in Assam and Bihar States; Provided capacity building to local partner on emergency response; Led the team in conducting rapid needs assessments and led proposal development process for emergency relief.
- Provided on-the-job training for CRS India staff in rapid emergency response management

June 2005 – August 2007

Base Manager (Emergency Response)

Catholic Relief Services – Sri Lanka

- Managed field office in Hambantota Sri Lanka for the Tsunami emergency relief; coordinated the team of CRS and local partner staff; provided capacity building for local partner in organizational development and emergency response; led the team in conducting rapid needs assessments and proposal development for tsunami emergency response.
- Provided Project Cycle training (Pro Pack I) for local Caritas Sri Lanka staff; Institutional development and strengthening trainings for local cooperatives formed as a result of Tsunami emergency program/efforts.

1999 – 2005

Multiple Positions:

Catholic Relief Services – Macedonia

- Program Manager – Anti-Trafficking
- Program Growth – proposal development
- Strategic Support – local partner capacity building
- Project Assistant - Peace building regional initiative

Education and Training:

1989 – 1998

Doctor of Veterinary Medicine

Belgrade University – Faculty of Veterinary Medicine, Belgrade, Serbia (prep-medical studies)

St. Cyril & Methodius University – Faculty of Veterinary Medicine, Skopje, Macedonia (clinical studies)

1998 – 1999

Veterinary Doctor/Internship Program State Veterinary Hospital,

Department of Internal Veterinary Medicine and Small Animal Surgery, Skopje, Macedonia

Harvard Series: Leading and Motivating; Managing Crisis; Career Management; Coaching Mindset for engaging and developing staff

Professional Development:

- USG Regulations
- TOT Sphere Standards
- TOT Peace building

Voila Nautical Academy, Voula, Athens, Greece

International Bareboat Skipper

Radio VHF License

Languages:

Macedonian – native; English – fluent; Serbian/Croatian – fluent