



Danijela Marstjepović

Date of birth: 28/11/1991 | Nationality: Montenegrin | Gender: Female | (+382) 67185689 | danijela.marsbr@gmail.com | danijela.marstjepovic@mup.gov.me | Serdara Jola Piletića 8/6, 81000, Podgorica, Montenegro

● WORK EXPERIENCE

16/10/2016 – CURRENT – Podgorica, Montenegro

INDEPENDENT ADVISER II – Ministry of Interior

- Implementation of the procedure according to the requirements for permanent residence
- Supervision over the implementation of readmission agreements signed between Montenegro and European community, third countries and neighboring countries
- Member of Operational Team for providing assistance and help to Montenegrin citizens in returning to Montenegro in readmission procedure

www.mup.gov.me | 22, Blvd Sv. Petra Cetinjskog, 81000, Podgorica, Montenegro

15/01/2015 – 15/10/2015

INTERNSHIP – Ministry of Interior

- Working on duties within Group for combating property crime and juvenile delinquency
- Preparing official correspondence
- Managing agendas, appointments
- Preparing reports

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● LANGUAGE SKILLS

Mother tongue(s): MONTENEGRIN

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C1	C1	B2	B2	B2
ITALIAN	A2	A2	A2	A2	A2
SPANISH	A2	A2	A2	A2	A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● EDUCATION AND TRAINING

08/10/2019 – 10/10/2019 – Vilnius, Lithuania

CERTIFICATE IN MIGRATION DATA MANAGEMENT – International Centre for Migration Policy Development and Prague Process

- Why data is relevant for policy making in a national, regional and international context, main challenges in collecting data relevant for policy
- Approaches to policy-relevant research
- Data collection, data analysis and data visualisation
- Communicating migration data and identifying possible synergies

19/03/2019 – 21/03/2019 – Kiev, Ukraine

CERTIFICATE IN INTEGRATED BORDER MANAGEMENT AND RETURN – International Centre for Migration Policy Development and Prague Process

-Training on Integrated Border Management and Return

-Learn to overcome these issues: how to integrate global border management efforts, how to ensure proper cooperation between all relevant actors, modern technologies as support tools for better border controls, concepts of voluntary and forced return including applicable human rights provisions, EU policy framework on return, monitoring forced return...

25/11/2018 – 30/11/2018 – Baku, Azerbaijan

CERTIFICATE IN COMBATING TRAFFICKING IN HUMAN BEINGS – International Centre for Migration Policy Development and Prague Process

-Training on Combating Trafficking in Human Beings

-Preparing presentation on trafficking

15/11/2018 – 16/11/2018 – Podgorica, Montenegro

TRAINEE IN TRAINING ON COMMUNICATION SKILLS IN CRISIS – Ministry of Public Administration

-Public relations

-Speech in front of camera

-Simulation of press conference

11/2017 – 02/2018 – Podgorica, Montenegro

CERTIFICATE IN PROFESSIONAL SKILLS IN PUBLIC ADMINISTRATION – British Council

-Course on advanced English language

-Professional skills in Public Administration

09/2013 – 06/2014 – Podgorica, Montenegro

POSTGRADUATE STUDIES- THESIS TITLE: „INTERNATIONAL CRIME" – University of Montenegro- Faculty of Law

09/2010 – 06/2013 – 13, July, Podgorica, Montenegro

BACHELOR OF CRIMINOLOGY AND SECURITY – University of Montenegro- Faculty of Law

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● **DRIVING LICENCE**

Driving Licence: B

● **CONFERENCES AND SEMINARS**

04/12/2019 – 05/12/2019 – Istanbul, Turkey

Senior Official Meeting- A silk routes partnership for migration

25/04/2019 – 26/04/2019 – Casa Arabe de MAdrid, Calle Alcala 62, Madrid, Spain

International Conference on Addressing Statelessness in Europe

14/12/2016 – 15/12/2016 – Vienna, Austria

Conference on Marking 2016 International Migrant's day, Towards a Global Compact for Safe, Orderly and Regular Migration

An IOM and OSCE join event

● HONOURS AND AWARDS

Honours and awards

-Award from University of Montenegro for accomplishing great success in the study and achieving an average score

● COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

-team work: worked in various types of teams, such as working group for drafting Law on foreigners and Operational team for assistance and help to Montenegrin citizens that are coming back in our country within the readmission procedure
-good communication skills gained through my participation in lot of seminars and conferences
- intercultural skills that gained through work with Roma and Egyptian population and refugees in our country

● JOB-RELATED SKILLS

Job-related skills

-capacity for individuality and creativity in working progress as an Independent Adviser
-good analytical ability (providing analysis and conclusions, responsible for writing reports every month, and at the end of year)
-good verbal and stylistic expression (drafting documents for refusal and acceptance of permanent residence)
-an ability to present the results of the tasks set
-acquiring new knowledge and skills

● OTHER SKILLS

Other skills

-Love to travel and experience different culture
-Visiting Art galleries
-Enjoy reading
-Doing sport such as hiking, running and fitness

● SCHOLARSHIP

Scholarship

-Monthly Scholarship from Municipality Bar, Secretariat of General Administration and Social Affairs