



# Maja Aleksić

Financial administrator

## Contact

### Phone

+381 64 581 50 91

### Email

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## Personal traits

Problem-solving skills

Communication skills

Organizational skills

Attention to detail

Time management

Responsibility

## Language

English 

## Other

Select models agency

Fishing lover

## Work Experience

- **Office assistant**  
LUKOWA DOO Avg 2022 - currently
- **Intern**  
Interfood S80 two weeks in 2021 & 2022

## Education

- **Faculty of Applied Management,  
Economics and Finance, Belgrade** Oct 2022 - currently
- **Law and business school, Niš**  
Financial administrator Sep 2018 - Jun 2022

## Training Courses

- **FINANCE ANALYTICS COURSE**  
The basics of financial analysis Eduka Plus
- **ACCOUNTING COURSE**  
Keeping a business book Eduka Plus
- **ENTREPRENEURSHIP COURSE**  
The basics of entrepreneurial skills Eduka Plus