
JELENA STAKIC

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PROFESSIONAL SUMMARY

Result-oriented and highly motivated Marketing graduate, with experience in sales and account management.

SKILLS

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| ³⁵ ₁₇ Communication skills (listening, verbal, written) | ³⁵ ₁₇ Relationship-builder with great interpersonal skills |
| ³⁵ ₁₇ Computer and Internet skills | ³⁵ ₁₇ Team player |
| ³⁵ ₁₇ Result oriented | |

WORK HISTORY

Nov 2013 to Dec 2014 - Sales and marketing manager - „Agrobacka a.d.“ (Agricultural B2B and B2C company)

- ³⁵₁₇ Market research and finding new prospects to the company
- ³⁵₁₇ Creating a sales and marketing strategy, and a plan for starting a digital marketing campaign
- ³⁵₁₇ Managing customer relationships and maintaining an excellent customer experience
- ³⁵₁₇ Timely and accurate accounting that accompanies each sale, purchase and product storage
- ³⁵₁₇ Presenting companies products and services, calculating prices, closing deals, making contracts.

Oct 2012 to Nov 2013 – Sales Person - „DELFI“ bookstores

- ³⁵₁₇ A bookseller in a bookstore with over 2000 book titles
- ³⁵₁₇ Knowledge about each book and the ability to recommend it in accordance with one's wishes
- ³⁵₁₇ Recommending books to each customer according to their desires
- ³⁵₁₇ Designing and creating a window display every week, to draw more customers in to the store
- ³⁵₁₇ Maintaining good relationships with buyers, converting them into regular customers.

July 2009 – Avg 2011 – Promotion assistant – „Grey Belgrade“ Marketing agency

- ³⁵₁₇ Direct promotion of clients products at sales points, such as stores, supermarkets
- ³⁵₁₇ Describing features and benefits of promoted products or services to the buyers
- ³⁵₁₇ Creating reports for the agency and the client.

November 2006 – May 2009 – AIESEC Global student organization

- ³⁵₁₇ Negotiation with companies, establishing cooperation, account management.
- ³⁵₁₇ Education of members working in sales and their weekly tracking.
- ³⁵₁₇ Developing the international internship process.
- ³⁵₁₇ Promoting the international internship program among local students on 5 colleges

EDUCATION

University of Economics, Subotica, Serbia 2006-2010, 2011-2013

- ³⁵₁₇ University degree in Marketing (grade 7.8 out of 10) with total 240 ESP points

Languages:

- Serbian (Native)
- English (Full professional efficiency)
- Croatian (Full professional efficiency)
- Hungarian (Basic conversational level)