



Željka Kadlec

Date of birth: 26/12/1982 | **Place of birth:** Virovitica | **Nationality:** Croatian | **Phone number:** (+385) 993255212 (Mobile) | **Phone number:** (+385) 993255212 (Home) | **Email address:** zeljka.kadlec@vuv.hr | **Website:** <https://vuv.hr/nastavnik/zeljka-kadlec/> | **Address:** Matije Gupca 78, 33000, Virovitica, Croatia (Work)

WORK EXPERIENCE

ADJUNCT ASSISTANT PROFESSOR – VIROVITICA UNIVERSITY OF APPLIED SCIENCES – 25/08/2026 – Current – ZAGREB, CROATIA

Appointed as an Adjunct Assistant Professor at Algebra Bernays University

PROFESSOR OF PROFESSIONAL STUDIES – VIROVITICA UNIVERSITY OF APPLIED SCIENCES – 18/07/2025 – Current – VIROVITICA, CROATIA

- organization, teaching and working with students
- scientific and research work
- course: Sustainable Development and Social Responsibility, Crisis Management, Risk Management, Investment Management / in Tourism, Finance Management and Investment Planning, Introduction to Methodology of Professional and Scientific Research, Methodology of Graduate Thesis Writing, Intercultural Aspects of Management / of Entrepreneurship, Intercultural Components of Tourism, Intercultural Communication / in Tourism

SENIOR LECTURER – VIROVITICA UNIVERSITY OF APPLIED SCIENCES – 28/06/2020 – 17/07/2025 – VIROVITICA, CROATIA

- organization, teaching and working with students
- scientific and research work
- course: Introduction to Methodology of Professional and Scientific Research, Intercultural Aspects of Management / of Entrepreneurship, Intercultural Components of Tourism, Risk Management, Finance Management and Investment Planning, Investment Management / in Tourism, Crisis Management, Sustainable Development and Social Responsibility, Financial Management, Methodology of Graduate Thesis Writing, Intercultural Communication / in Tourism

LECTURER – VIROVITICA COLLEGE – 26/10/2016 – 28/06/2020 – VIROVITICA, CROATIA

- organization, teaching and working with students
- scientific and research work
- course: Introduction to Methodology of Professional and Scientific Research, Intercultural Aspects of Management, Business Finances, Financial Management, Finance Management and Investment Planning, Investment Management / in Tourism, Crisis Management, Sustainable Development and Social Responsibility, Financial Management, Methodology of Graduate Thesis Writing, Intercultural Communication / in Tourism

ASSOCIATE OF ASSISTANT – VIROVITICA COLLEGE – 20/12/2013 – 26/10/2016 – VIROVITICA, CROATIA

- organization, teaching and working with students
- scientific and research work
- course: Business Communication, Introduction to Methodology of Professional and Scientific Research, Intercultural Aspects of Management / of Entrepreneurship, Intercultural Components of Tourism, Management, Business Finances, Consumer Behavior, Business Intelligence, Investment Management / in Tourism, Crisis Management, Financial Management, Methodology of Graduate Thesis Writing, Market Research, Management of Small and Medium-Sized Enterprises

EXTERNAL ASSOCIATE (SCIENTIFIC AREA OF SOCIAL SCIENCES, FIELD OF ECONOMICS) – VIROVITICA COLLEGE –
08/2012 – 20/12/2013 – VIROVITICA, CROATIA

- organization, teaching and working with students
- scientific and research work
- course: Business Communication

OCCUPATIONAL TRAINING FOR WORK WITHOUT COMMENCING EMPLOYMENT - PROFESSIONAL SPECIALIST OF ECONOMICS – VIROVITICA COLLEGE – 20/12/2012 – 20/12/2013 – VIROVITICA, CROATIA

- keeping records and writing statistical reports
- activities related to student enrollment
- preparing and organizing classes

ACTING VICE DEAN FOR EDUCATION – VIROVITICA UNIVERSITY OF APPLIED SCIENCES – 21/09/2021 – 14/11/2021 – VIROVITICA, CROATIA

- coordinate teaching work, participate in proposing and evaluating measures to improve teaching, propose a workload plan for teachers and external associates, propose a plan of exam deadlines and teaching schedules, and propose new study programs

● **EDUCATION AND TRAINING**

25/08/2026 – CURRENT Zagreb, Croatia

ADJUNCT ASSISTANT PROFESSOR Algebra Bernays University

Appointed as an Adjunct Assistant Professor at Algebra Bernays University

13/07/2025 – 19/07/2025 Dublin, Ireland

WELL-BEING AND MINDFULNESS IN THE CLASSROOM: CREATING A POSITIVE LEARNING CLIMATE
English Matters S.L.

Website https://www.englishmatters.org/oferta-formativa/erasmus_plus/creating-positive-learning-climate-ireland

10/07/2023 – 14/07/2023 Malaga, Spain

TEACHING SUSTAINABLE DEVELOPMENT COURSE Idevelop Training S.L.

Website <https://idevelopcourses.com/course/teaching-sustainable-development/>

11/2015 – 07/06/2023 Osijek, Croatia

PHD Faculty of Economics in Osijek, J.J. Strossmayer University of Osijek

Address Trg Ljudevita Gaja 7, 31000, Osijek, Croatia | **Website** <http://www.efos.unios.hr/>

2012 – 2015 Osijek, Croatia

UNIV.SPEC.EC. Faculty of Economics in Osijek, J.J. Strossmayer University of Osijek, Marketing of Special Areas

Address Trg Ljudevita Gaja 7, 31000, Osijek, Croatia | **Website** <http://www.mpp.efos.hr/>

11/2013 – 02/06/2014 Osijek, Croatia

CERTIFICATE OF ACQUIRED PEDAGOGICAL-PSYCHOLOGICAL AND DIDACTIC- METHODOLOGICAL EDUCATION Faculty of Education, J.J Strossmayer University of Osijek

Address Ulica Cara Hadrijana 10, 31000, Osijek, Croatia | **Website** www.ufos.unios.hr

2009 – 2012 Šibenik, Croatia

SPECIALIST OF MANAGEMENT (STRUČ.SPEC.OEC.) Polytechnic of Šibenik, Management

Address Trg Andrije Hebranga 11, 22000, Šibenik, Croatia | **Website** <http://www.vus.hr/?lang=en>

Address Matije Gupca 78, 33000, Virovitica, Croatia | **Website** <https://vsmti.hr/>

● LANGUAGE SKILLS

Mother tongue(s): **CROATIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	B1	B1	B1	B1	B1
GERMAN	A2	A2	A2	A2	A2

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

● SKILLS

Microsoft Word | Microsoft Excel | Microsoft Powerpoint | Outlook | Skype | Zoom | Social Media | Microsoft Office

● DRIVING LICENCE

Driving Licence: B

● PROJECTS

17/06/2015 – 17/09/2016

Adoption of the principles of the Croatian Qualifications Framework in professional study programs of entrepreneurship HR 3.1.15-0052 (2015-2016)

23/04/2015 – 22/04/2016

Postani poduzetnik budućnosti - budi E poduzetnik HR 3.2.24-0050

Development Strategy of the Municipality of Pitomača 2015-2020

Marketing plan for the project "Pannonian Wood Competence Center" (2015)

2022 – 2022

INKULTUR Kulturnom inovacijom za rast zajednice, Formalno obrazovanje na području financijskog upravljanja

Hrvatska udruga za turističke i kulturne rute, Sesvete

15/01/2024 – 14/01/2026

Održiva istina

- Nositelj projekta: Veleučilište s pravom javnosti Baltazar Zaprešić
- Partneri: ODRAZ-Održivi razvoj zajednice, Veleučilište u Virovitici, TV zapad
- Vrijeme provedbe projekta: 15. siječnja 2024. – 14. siječnja 2026.

● PUBLICATIONS

[CroRIS profile](#)

● ORGANISATIONAL SKILLS

01/12/2025 – 05/12/2025

ERASMUS+ BIP program „BIP Leadership skills in international teams“ UCLL Campus Diepenbeek, Belgium

13/07/2025 – 19/07/2025

Erasmus+ program mobilnosti Dublin, Irska, 2025.

Executive editor of the journal "Eter – ekonomija, telekomunikacije i računarstvo" 2023.-current

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Head of internship, Main field: Informatics management; Entrepreneurship 2019.- 2024

Erasmus+ program mobilnosti Malaga, Španjolska, 2023.

Education Teaching Sustainable development, I develop Training SL

Member of the editorial board of the journal „Eter – ekonomija, telekomunikacije i računarstvo“ 2019.- current

Executive editor of the journal "Praktični menadžment" 2017.-2018.

President of association ALUMNI VŠMTI 2013.-2019.

Erasmus+ program mobilnosti u akademskoj 2014.-2015. godini

Slovenija, Visokoškolsko središće Novo Mesto, Visoka šola za upravljanje in poslovanje
Novo Mesto, (održana 4 predavanja na navedenoj visokoškolskoj ustanovi), ožujak, 2015.
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Technical editor of the journal "Praktični menadžment" 2013.-2017.

● **COMMUNICATION AND INTERPERSONAL SKILLS**

Very organized with good and effective communication skills. Possesses skills of assertiveness and empathy, and knowledge of intercultural communication.
