



Željka Kadlec

Date of birth: 26/12/1982 | **Nationality:** Croatian | **Phone number:** (+385) 33492269 (Work) |

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Address: Matije Gupca 78, 33000, Virovitica, Croatia (Work)

WORK EXPERIENCE

 **VIROVITICA UNIVERSITY OF APPLIED SCIENCES** – VIROVITICA, CROATIA

PROFESSOR OF PROFESSIONAL STUDIES – 18/07/2025 – CURRENT

- 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

 **VIROVITICA UNIVERSITY OF APPLIED SCIENCES** – VIROVITICA, CROATIA

SENIOR LECTURER – 28/06/2020 – 17/07/2025

- 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

 **VIROVITICA COLLEGE** – VIROVITICA, CROATIA

LECTURER – 26/10/2016 – 28/06/2020

- 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

 **VIROVITICA COLLEGE** – VIROVITICA, CROATIA

ASSOCIATE OF ASSISTANT – 20/12/2013 – 26/10/2016

- 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

 **VIROVITICA COLLEGE** – VIROVITICA, CROATIA

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

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

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

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

ACTING VICE DEAN FOR EDUCATION – 21/09/2021 – 14/11/2021

- 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**

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>

2006 – 2010 Virovitica, Croatia

BACHELOR OF ECONOMICS (BACC.OEC.; B. OEC.) Virovitica College, Informatics Management

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

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
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

PUBLICATIONS

[CroRIS profile](#)

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.

ORGANISATIONAL SKILLS

13/07/2025 – 19/07/2025

Erasmus+ program mobilnosti Dublin, Irska, 2025.

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

Education Teaching Sustainable development, Idevelop Training SL

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

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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Erasmus+ program mobilnosti Malaga, Španjolska, 2023.

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

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.
