



PERSONAL INFORMATION

Anna Zemanová

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JOB APPLIED FOR

WORK EXPERIENCE

2001–Present

Deputy DirectressPDCS, o.z., Bratislava (Slovakia)
www.pdcs.sk

- Organization Management – responsible for staffing and operational activities and financial management
- Project Management
- Consultations on projects and programs aimed at the development of non-profit organizations, community initiatives, education government, cross-sector collaboration, training in community social work

1993–2001

Project and Financial Manager

PDCS, o.z., Bratislava (Slovakia)

Manager in various projects, particularly focused on the development of non-profit organizations, community initiatives, education, local government, strategic planning, cross-sectoral cooperation and participation of citizens in decision-making about public matters, community social work.

1992–2007

Managing director

ARK, prvá mediačná spoločnosť (Mediation Company), Bratislava (Slovakia)

Business or sector Education and Conflict Resolution

1991

Founder

Outward Bound Slovensko (Nadácia Štúdio zážitku), Bratislava (Slovakia)

1992

Consultant

Friedrich Naumann Stiftung, Bratislava (Slovakia)

1992–1993

Managing Director

Nadácia Universitas Tyrnaviensis, Bratislava (Slovakia)

Business or sector Education

1991

Secretary of VPN (Political Party)

Slovak National Council, Bratislava (Slovakia)

1990 **Head of Education Department for Members of Parliament**

VPN (Political Party), Bratislava (Slovakia)

Business or sector Education

1987–1990 **Secretary and Member of SZOPK Municipal Committee in Bratislava**

SZPOK (Slovak Union of Nature and Landscape), Bratislava (Slovakia)

Business or sector Protection of the environment, nature and landscape

1987–1990 **Organizer of youth activities aimed at protecting the environment**

Strom života (Tree of Life), Bratislava (Slovakia)

Business or sector Youth Activities

1984–1989 **Individual Researcher, Expert in Traffic Engineering**

URBION, State Institute of Urban Design and Planning, Bratislava (Slovakia)

EDUCATION AND TRAINING

1996 **Double Entry Bookkeeping Course**

University of Economics Bratislava, Bratislava (Slovakia)

1993 **Leadership Skills Course**

CEPA

1992 **Mediation and Conflict Resolution**

KonCent, Prague (Czech Republic)

1992–1994 **Management for SMEs**

TRANSFER Foundation, (Switzerland)

1986–1996 **Trainer for Training and Education in Nature**

Prázdninová škola Lipnice, Outward Bound, (Czech Republic)

1988 **Effective Interpersonal Functioning Course**

SZOPK, Bratislava (Slovakia)

1987–1989 **Social Work Studies**

Mgr. (Masters' Degree)

Comenius University Bratislava, Bratislava (Slovakia)

1979–1984 **Traffic Engineering Designer**

Ing.

Slovak University of Technology, Bratislava (Slovakia)

PERSONAL SKILLS

Mother tongue(s) Slovak

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	A2	A2	A2	A2	A2
Russian	B2	B2	B1	B1	A2
Czech	C2	C2	C2	C2	C2
German	A2	A2	A2	A2	A2

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2: Proficient user
[Common European Framework of Reference for Languages](#)

Communication skills

Organisational / managerial skills

- Management skills (currently Deputy Director PDCS);
- Many years of experience in organizing national and international events, conferences, ...
- Extensive experience in financial and program manage the project
- Extensive experience with financial profit organization by managing

Job-related skills

Computer skills Microsoft Office™ (Word™, Excel™)