



DARKO RADONIĆ

DYNAMIC AND RESULTS-DRIVEN PROFESSIONAL WITH A STRONG FOUNDATION IN ORGANIZATIONAL SCIENCES AND OVER A DECADE OF DEMONSTRATED EXPERIENCE IN BUSINESS MANAGEMENT, MARKETING, AND OPERATIONS. KNOWN FOR CREATIVITY, EXCEPTIONAL ATTENTION TO DETAIL, AND A PROACTIVE APPROACH TO OVERCOMING CHALLENGES IN DYNAMIC ENVIRONMENTS



+381 60 44 24 024



radonicdarko@hotmail.com

SKILLS

Key Skills and Competencies

- Great organisational skills - Successfully managing over 8 employees and private company for many years
- High attention to details

Communication and Interpersonal Skills

- Very communicative and excellent at establishing good interpersonal relationships
- Skilled in customer and team engagement

Adaptability and Work Ethic

- Used to working under pressure
- Hardworking and responsible
- Ready and willing to commit to new challenges, professional career development and professional work

Technical and digital skills

- Excellent knowledge of Windows environment and constant usage of MS office package
- Experience in internet, content and social media marketing

Other skills and interests

- Creative
- Driver's licence B category
- ex football player

EDUCATION

FACULTY OF ORGANIZATIONAL SCIENCE

University of Belgrade

X GIMNAZIJA "MIHAJLO PUPIN"

High school

LANGUAGE SPEAKING

English - fluent

Serbian - native

WORK EXPERIENCE

FLEXPERT SOLUTIONS DOO

Temporary employment agency

2024 - present

- Operational manager and CEO assistant
- All administration jobs, searching for new associates, conducting business meetings, involved in creating of job contracts and contracts with associate companies, preparing all documentation for Visa D applying

SPORTS CENTERS "RESTART"

Sports and recreational centers

2014-present

- Co-owner and manager of both facilities
- All operational tasks for both facilities
- Managing, communication and organising of employees and communication with users and suppliers
- Designing marketing and promotional activities and managing their implementation
- Management of finances, making of monthly and annual reports, managing accounts, preparing documentation for external accounting company, creating invoices

FOOTBALL CLUB "011"

Football club from Belgrade

2014 - 2023

- Co-owner and director
- Social media Marketing, financial reporting and management, commercial jobs, organising of employees, creating invoices

FUTSAL CLUB "PARTIZAN"

Futsal section within JSD Partizan

2023 - 2024

- General secretary
- All administration jobs, registering of players, communication with responsible regional associations, PR, marketing,

BASLER INSURANCE COMPANY

Insurance company

2013-2014

- Sales agent



+381 60 44 24 024



radonicdarko@hotmail.com

SKILLS

Key Skills and Competencies

- Great organisational skills - Successfully managing over 8 employees and private company for many years
- High attention to details

Communication and Interpersonal Skills

- Very communicative and excellent at establishing good interpersonal relationships
- Skilled in customer and team engagement

Adaptability and Work Ethic

- Used to working under pressure
- Hardworking and responsible
- Ready and willing to commit to new challenges, professional career development and professional work

Technical and digital skills

- Excellent knowledge of Windows environment and constant usage of MS office package
- Experience in internet, content and social media marketing

Other skills and interests

- Creative
- Driver's licence B category
- ex football player

EDUCATION

FACULTY OF ORGANIZATIONAL SCIENCE

University of Belgrade

X GIMNAZIJA "MIHAJLO PUPIN"

High school

LANGUAGE SPEAKING

English - fluent

Serbian - native

DARKO RADONIĆ

DYNAMIC AND RESULTS-DRIVEN PROFESSIONAL WITH A STRONG FOUNDATION IN ORGANIZATIONAL SCIENCES AND OVER A DECADE OF DEMONSTRATED EXPERIENCE IN BUSINESS MANAGEMENT, MARKETING, AND OPERATIONS. KNOWN FOR CREATIVITY, EXCEPTIONAL ATTENTION TO DETAIL, AND A PROACTIVE APPROACH TO OVERCOMING CHALLENGES IN DYNAMIC ENVIRONMENTS

WORK EXPERIENCE



CONSALTEAM DOO

Marketing and consulting company
2011-2013

- Internet Marketing Associate
- offering and providing Facebook, Google adWords campaign and other current internet marketing types



CAFFE AND CHAMPAGNE BAR "POZA"

Cafe bar with an interesting wine list
2022-2024

- Co-owner