

Curriculum Vitae

Aleksandar Dulovic

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Personal Data			
<i>Name:</i>	Aleksandar Dulovic		
<i>Date and place of birth:</i>	04/07/1969, Benghazi, Libya	<i>Age:</i>	37
<i>Nationality and citizenship:</i>	Serbian	<i>Second citizenship:</i>	Macedonian
<i>Marital status</i>	Married, with two children	<i>Gender:</i>	Male
<i>Driving Licence</i>	Motorcycles, Cars, Trucks (A, B, C)		
<i>Current Address:</i>	Calle Rafael Bonelly #19, Edificio Maria Carola I, App 302, Sector Evaristo Morales, Santo Domingo, Dominican Republic		
<i>Telephones:</i>	+1 809 856 6050 (cellular)	<i>E-mail:</i>	adulovic@gmail.com
	+1 809 540 7637 (home)	<i>www:</i>	www.dulovic.com

Formal Education	
<i>University degree:</i>	Electro-Technical Engineer for New Computer Technologies (1999)
<i>University education:</i>	Belgrade University, Economics Faculty, Department for International Trade (1987-) Belgrade University, Electro Technical Faculty, New Computer Technologies Department (1995-1999)
<i>Secondary education:</i>	International School, Tehran, Iran (1983-1986)
<i>Primary education:</i>	International School, Baghdad, Iraq (1975-1979), Dositej Obradovic, Belgrade, Yugoslavia (1980-1983)

Languages	
<i>Mother tongue</i>	Serbian
<i>Fluent (Level A)</i>	English, Spanish, Macedonian, Croatian, Bosnian
<i>Conversational (Level B)</i>	German, Bulgarian
<i>Basic (Level C)</i>	French, Russian, Persian, Italian

Summary of Experience	
<ul style="list-style-type: none"> ○ Over twelve years of experience in the IT field, utilizing a wide range of IT methods and techniques; excellent analytical skills ○ Worked abroad for many years and adapt quickly to new surroundings ○ Am a proven team player with excellent organizational/managerial skills: project planning, project estimates, supervision, status reporting; used to working under pressure and meeting deadlines with no loss in work quality ○ I possess good communication skills, both oral and written and the ability to deal with users/staff/students at varying levels. ○ Demonstrated ability to produce clear and concise documentation, user manuals, and training packages ○ I continuously strive to keep abreast of new developments in the IT sector, and routinely study new materials related to information technologies. 	

Computing Skills	
<i>Operating Systems</i>	<ul style="list-style-type: none"> ○ Expert - DOS, Windows 3.xx, Windows 9x, Windows NT, Windows 2000, Windows XP. ○ Familiar - Novell Netware, RedHat, Mandrake, Slackware, MacOS.
<i>Software Packages</i>	<ul style="list-style-type: none"> ○ Microsoft - Word, Access, Excel, Outlook, FrontPage, PowerPoint, Visio... ○ Adobe - Photoshop, Illustrator, Acrobat, InDesign, GoLive, Premiere... ○ Macromedia - HomeSite, Flash, DreamWeaver, ShockWave, FreeHand, Fireworks... ○ Novell - Netware, GroupWise... ○ Other – Apache Webserver, MySQL Server, Powerquest, Norton Systemworks, TMPGenc, Geographic Information Systems (GIS), PaintShop Pro, Corel Draw, Lotus, WordPerfect, and many others...
<i>Programming Languages</i>	<ul style="list-style-type: none"> ○ HTML, SQL, PHP, XML, ASP, JSP, Java, JavaScript, Perl, Python, AJAX. ○ C, C++, QBasic, Visual Basic, Visual FoxPro, Delphi, Turbo Pascal,
<i>Databases</i>	<ul style="list-style-type: none"> ○ MySQL, MS SQL Server, mSQL, PostGRE, MS Access, FoxPro, Oracle, Sybase, Paradox, Clipper.
<i>Hardware</i>	<ul style="list-style-type: none"> ○ Problem Identification and Troubleshooting, Maintenance, Upgrading. ○ Excellent working knowledge of : PCs, Monitors, Printers, Scanners, Routers, Switches, Hubs, Cabling, Wi-Fi, Digital Cameras, Digital Video Cameras...
<i>Internet</i>	<ul style="list-style-type: none"> ○ Browsers – Mozilla Firefox, Internet Explorer, Netscape Navigator, Opera, Cross-browser support... ○ E-mail - POP3, SMTP, IMAP, Mailing lists, Bulletin Boards. ○ Websites - FTP, CSS, Meta tags, Search bots, WAP, Multimedia, Online databases, ODBC, Cookies, CGI, Image optimization, cross-browser support, scripting. ○ Security - TCP/IP protocols, SSL, Firewalls, VPN, IPSec, Anti-Virus, Spyware, General IT security. ○ Other – IRC, Instant messengers, DHCP, DNS. ○ Web applications - Blogs, Image Galleries, Shopping Carts, Online Auctions, Company Intranets, Web Portals, etc.

Advanced Courses and Certifications	
<i>Nuclear Insitute "Vinca"</i>	"Advanced programming using C / C++" (1996)
<i>Nuclear Insitute "Vinca"</i>	"Utilizing Fuzzy technologies in the modern database driven world" (1998)
<i>MIT</i>	"Logistical and Transportation Planning Methods" (online course - Fall 2001)
<i>MIT</i>	"Ethics and Law on the Electronic Frontier" (online course - Spring 2002)
<i>MIT</i>	"Principles of Digital Communication - I" (online course - Fall 2002)
<i>MIT</i>	"Automatic Speech Recognition" (online course - Spring 2003)
<i>MIT</i>	"Network and Computer Security" (online course - Fall 2003)
<i>ITLA</i>	CCNA 1 - "Cisco Certified Network Associate" (Spring 2004)
<i>ITLA</i>	CCNA 2 - "Cisco Certified Network Associate" (Fall 2004)

Professional Experience

Short-Term, External Consultant Contracts, and IT Projects

- **UN organizations:** UNICEF, WFP, IOM.
- **Non Government Organizations:** Plan International, ICMC, GTZ.
- Numerous other clients include **companies in the private sector, educational institutions, government organizations, etc.**

Grupo Omnimedia

- From: Jan 2006
To: Current
- **Web Consultant:**
 - Web site evaluations and optimization
 - Intranet and Extranet development
 - **Lead Programmer:**
 - Responsible for planning, creating and implementing the functionality and coding for www.grupoomnimedia.com
 - Responsible for planning, creating and implementing the functionality and coding for www.diariolibre.com
 - Responsible for hiring, evaluating and managing assistant programmers

ITLA (Instituto Tecnológico de Las Américas)

- From: April 2004
To: Dec 2005
- **Professor:** Created the curriculums and taught the following subject matters:
 - Web development and web applications.
 - Adobe GoLive
 - Flash MX with actionscript.
 - **Head of Department:** Head of the institute's multimedia department.
 - Responsible for planning, creating and implementing an Associate Degree academic programme in the field of Multimedia technologies.
 - Responsible for creating and administering the department budget, including fundraising, donations, etc.
 - Responsible for hiring, evaluating and managing a pool of approximately 20 multimedia instructors from various countries.
 - Responsible for creating strategic partnerships with a number of universities and government institutions in the Dominican Republic.

INSTRAW (United Nations International Research and Training Institute for the Advancement of Women)

- From: Jan 2001
To: April 2004
- **Consultant** in charge of the technical implementation of the GAINS project, the new working methodology of INSTRAW which is entirely based on ICTs structures. Performed the selection, evaluation, implementation and maintenance of the various ICT components sustaining the on-line functioning of the institute.
 - **System administrator** for a LAN network at HQ using MS Windows technology.
 - **Database Programmer** for special needs applications. Designed, created and maintained a number of relational databases using MS Access, MySQL, Visual basic, ODBC, and other tools.
 - **Webmaster** in charge of Website development, design, creation and management, E-mail accounts, Mailing lists, Bulletin boards, Site statistics, etc.
 - Conducted **user training** in a number of IT techniques and procedures, application use, and other IT-related material.

Professional Experience (continued)

UNHCR (United Nations High Commissioner For Refugees)

From: Jan 1994 To: Jan 2001	<ul style="list-style-type: none">○ Started in logistics as a data entry clerk, and quickly became focal point for the CTS (Commodity Tracking System, which tracked humanitarian aid into eastern Bosnia and FR Yugoslavia during the Bosnian conflict).○ Was placed as person in charge of supervising and ensuring quality input from other data entry clerks. In my new capacity, I was responsible for the administration/maintenance of the regional CTS with over 3 million transactions, 450.000 articles, 250 warehouses and other inventories.○ In 1995, was transferred to the newly opened post of LAN System Administrator, which included active administration of a Novell/DOS LAN and GroupWise E-Mail system in over 10 field offices in the region.○ Worked as a web designer, on the web design of UNHCR Belgrade and affiliate web sites.○ Performed consulting, procurement and maintenance of computers, computer related equipment, and LAN network components. Migrated over 200 new workstation PCs from DOS to Windows 3.1, and later to Windows 95.○ Organized and conducted user training for MS-DOS, Windows 3.1, Windows 95, MS Office, Photoshop, CTS, MIPS, and other software packages.○ Created and maintained a number of specific relational databases for UNHCR using MS Access. Performed basic PC repairs and standard maintenance. In 1998 joined the Repatriation section as Chief Database Programmer to start work on a database, which was to track the status of the 600.000 Serb refugees from Croatia.○ On behalf of UNHCR, took part in negotiations between the governments of Yugoslavia and Croatia, with special emphasis on the database distribution. Upon completing the database, performed user training in a number of locations and ensured the smooth functioning of the entire structure.
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INFINITY (International Trade Company)

From: Mar 1992 To: Jan 1993	<ul style="list-style-type: none">○ One year as assistant vice president in charge of the Eastern Europe market for the “Infinity” trade company in New Delhi, India. Main responsibility was promoting trade between India and the Eastern European countries. Organized stands at trade exhibitions and sample presentation packages. Eventually started a branch office in Belgrade, Yugoslavia.
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JAT (Yugoslav Airlines)

From: Mar 1988 To: Dec 1990	<ul style="list-style-type: none">○ Three years as flight attendant with JAT (Yugoslav Airlines) working on international and intercontinental flights. Traveled extensively around the world.
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Other notes of interest

Jury member for the 2005 Verizon award for best web portal in the Dominican Republic
Jury member for the 2006 Arroba de Oro award for best web site in Panama
Jury member for the 2006 Arroba de Oro award for best web site in El Salvador

References

(More references can be made available upon request)

OMNIMEDIA

Marvin del Cid,
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ITLA

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INSTRAW

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UNICEF

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UNHCR

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