



**Ivan
Belaj**

DATE OF BIRTH:
08/03/1985

CONTACT

Nationality: Croatian

Gender: Male

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WORK EXPERIENCE

03/07/2008 – 04/07/2009

Public Notary Junior Officer

Public notary Boro Arambašić

- drafting documents
- compiling an inventory
- conducting of voluntary auctions
- statements communication
- documents delivery

Vukovar, Croatia

12/10/2009 – CURRENT

Lecturer in Law

College of Applied Sciences "Lavoslav Ružička" in Vukovar

- take part in teaching (lectures, seminars and exercises)
- maintain consultations
- science/research work and expert work
- take part in work of committees and expert commissions

Vukovar, Croatia

2015 – CURRENT

Head of Administrative Department

College of applied sciences "Lavoslav Ružička" in Vukovar

- representing the Department within the College and to other parties by the authority of Dean,
- planning, organizing and coordinating the teaching, professional and research work of the Department,
- take care of and responds to the accomplishment of the teaching, professional and research activities of the Department,
- take care of the organization and quality of teaching, space, personnel, equipment and training and financing of the Department
- providing suggestions for improving the teaching process
- chairing the sessions of the Department,
- implementing decisions of the Administrative Council, the Expert Council and the Dean
- participating in the work of the Expert Committee
- performing other tasks in accordance with this Statute and other general acts of the College,
- performing other tasks entrusted by the Dean, the Expert Council and the Governing Board

Vukovar, Croatia

10/2018 – CURRENT – Vukovar, Croatia

Senior lecturer in Law

College of Applied Sciences "Lavoslav Ružička" in Vukovar

- take part in teaching (lectures, seminars and exercises)
- maintain consultations
- science/research work and expert work
- take part in work of committees and expert commissions

EDUCATION AND TRAINING

01/10/2003 – 12/05/2008 – Osijek, Croatia

Master degree (Law)

University J.J. Strossmayer Osijek, Faculty of Law

◦ national law in all fields

EQF level 7

LANGUAGE SKILLS

MOTHER TONGUE(S): Croatian

OTHER LANGUAGE(S):

English

Listening
C1

Reading
C1

**Spoken
production**
C1

**Spoken
interaction**
C1

Writing
B2

German

Listening
A2

Reading
A2

**Spoken
production**
A1

**Spoken
interaction**
A1

Writing
A1

DIGITAL SKILLS

Microsoft Word / Power Point / Social Media / Outlook / Zoom / Instagram / Facebook / Google Docs

PROJECTS

Projects

Several times participated in Erasmus+ K107 Teaching Programme in Partner Countries.

STEP-UP Project of development and improvement of professional practice.