

# Curriculum Vitae

## I. General Information:

1. First Name:	<b>Laureta</b>
2. Surname:	<b>Kadrijaj Qerimi</b>
3. Nationality:	Kosovo/Albanian
4. Date of Birth	02.02.1975
5. Birthplace-Municipality	Decan
6. Gender:	Female
7. Contact details:	
Email:	lkadrijaj@hotmail.com
Tel:	
Mob:	+377 44 179 097

## II. Education and training:

### Undergraduate Study:

Institution:	Prishtina University – Faculty of Philology- Dept. of English Lang, and Lit.erature
Degree Date:	2006
Degree :	Diploma – Professor of English Language

### Postgraduate Study:

#### Master Study:

Institution:	BPrAL AAB
Degree Date:	June 12, 2018
Degree/ Master :	Master of English Language
Title of Master Thesis :	Acquisition of Listening Skills in EFL Classes ; Case Study : Primary School Lidhja e Prizrenit Deçan

### PhD Study:

Institution:	
Degree Date:	
Degree / Doctorate :	
Title of PhD Thesis :	

### Specialization:

Institution:	
Degree Date:	
Speciality :	

### Subspecialization:

Institution:	
Degree Date:	
Subspeciality :	

### Training:

Institution:	
Degree Date:	
Training Course :	
Institution:	
Degree Date:	
Training Course :	
Institution:	
Degree Date:	
Training Course :	

### III. Preview academic experience:

1	Chronology of gaining academic titles	Year	University	Faculty	Department
a	Junior Assistant				
c	Assistant	2012 - currently	"Rezonanca"	Medical Sciences	
d	Lecturer				
e	Senior Lecturer				
f	Prof. as.				
g	Prof. asoc.				
h	Prof.				
i	Academic of science				

### IV. Subject/s in which you are involved as teaching

No.	Study Program:	Subject/s
1.	Dentistry, Physiotherapy, Nursing, Dental Assistant and Hygienist, Public Health	English Language for Medicine 1 English Language for Medicine 2
2.		
3.		

### V. Research activities: Impact Factor Points for Academic Staff

Research activities - Aktiviteti shkencor				
No	Specifications (Specifikimi)	Number of publications (Numri i publikimeve)		
		From the beginning (Nga fillimi i karrierës)	In the past 5 years (Në 5 vitet e fundit)	In the past 3 years (Në 3 vitet e fundit)
1	Publications in the papers with "impact factor" as author Publikime në revista me "impakt faktor" si autor			
2	Publications in the papers with "impact factor" as coauthor Publikime në revista me "impakt faktor" si koautor			
3	Publications in the papers without "impact factor" as author Publikime në revista pa "imact faktor" si autor			
4	Publications in the papers without "impact factor" as coauthor Publikime në revista pa "imact faktor" si koautor			
5	Publications in the papers published in Kosovo as author Publikime në revista të Kosovës si autor			

6	Publications in the papers published in Kosovo as coauthor Publikime në revista të Kosovës si koautor			
7	Abstract from scientific conferences as author Abstrakte nga konferencat shkencore si autor			
8	Abstract from scientific conferences as coauthor Abstrakte nga konferencat shkencore si koautor			
9	Scientific monography as author Monografi shkencore si autor			
10	Scientific monography as coauthor Monografi shkencore si koautor			
11	Scientific books as author Libra shkencorë si autor			
12	Scientific books as coauthor Libra shkencorë si koautor			
13	Participation in international scientific projects Pjesëmarrja në projekte shkencore internacionale			
14	Other contributions Kontribute tjera			
15	University Textbook – Tekst universitar			
16	No. of citation of your publications – Nr. i citimeve të publikimeve tuaja			
	TOTAL			

#### V.A.The data for publications/Citations

No.	Author, title, paper, year, volume, number, pages	"Impact factor" points	Without "Impact factor"	Citation of your publication: Journal, Volum, Number, pages
1				
2				
3				

#### V.B.Data for other publications

No.	, conference	Year
1		
2		
3		
4		
5		

#### V.C.Presentations/Participation in Conferences, Congresses, symposiums, etc.

No.	Author, title, scientific meeting, abstracts book page	Oral present.	Poster present.	Participation
1	Laureta Kadrija Qerimi-co-author, 'The Necessity of Neurolinguistics in MA Studies in the English Language Department', 4th World Conference on Education and Teaching, conference proceedings	<input checked="" type="checkbox"/>		
2		<input checked="" type="checkbox"/>		
3		<input checked="" type="checkbox"/>		
4		<input checked="" type="checkbox"/>		

5		<input checked="" type="checkbox"/>		
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17				
18				
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20				

#### V.D. Scientific Interests:

Topic:	
Description :	
Topic:	
Description :	

#### VI. Working Experience:

Institution and location:	College of Medical Sciences "Rezonanca"
Period:	2012 - currently
Position :	Lecturer of English Language for Merdicine
Description :	<ul style="list-style-type: none"> <li>- Prepare and deliver lectures to the students of the university for different medical study programs.</li> <li>- Instruct students on interpreting literature.</li> <li>- Teach students about the structure and content of the English language, including proper grammar, spelling, and sentence structure and medical terminology.</li> <li>- Create instructional resources for use in the classroom.</li> <li>- Plan, prepare and deliver instructional activities</li> <li>- Create positive educational climate for students to learn in.</li> <li>- Create lesson plans and modify accordingly throughout the year.</li> <li>- Read and stay abreast of current topics in education.</li> <li>- Create lesson plans.</li> <li>- Utilize various curriculum resources.</li> <li>- Integrate competencies, goals, and objectives into lesson plans.</li> <li>- Utilize curricula that reflect the diverse educational, cultural, and linguistic</li> </ul>

	<p>backgrounds of the students served.</p> <ul style="list-style-type: none"> <li>- Establish and communicate clear objectives for all learning activities.</li> <li>- Prepare and distribute required reports.</li> <li>- Observe and evaluate students' performance.</li> </ul>
<b>Institution and location:</b>	Lower Secondary School "Musa Zajmi" – Gjiilan
<b>Period:</b>	22/10/2014 – 31/05/2015
<b>Position :</b>	Teacher of English Language
<b>Description :</b>	<ul style="list-style-type: none"> <li>- teaching English;</li> <li>- planning, preparing and delivering lessons to a range of classes and age groups;</li> <li>- preparing and setting tests, examination papers, and exercises;</li> <li>- marking and providing appropriate feedback on oral and written work;</li> <li>- classroom management.</li> </ul>
<b>Institution and location:</b>	GC&DA LLC
<b>Period:</b>	04/08/2014 – 01/02/2015
<b>Position :</b>	Interpreter/Translator
<b>Description :</b>	<ul style="list-style-type: none"> <li>- Provide consistently accurate and high-quality translation;</li> <li>- Ensure the adherence of established translation standards in order to provide delivery of consistent and coherent translation services;</li> <li>- Provide consistently accurate and high-quality interpretation both from English to Albanian and vice versa during meetings, seminars, conferences etc;</li> <li>- Collectively with the supervisor ensure the work of the unit are completed and delivered timely;</li> <li>- Ensure clearance and approval of all translated documentation by the management;</li> <li>- Keep track of all documents and maintain copies of the translated materials.</li> </ul>
<b>Institution and location:</b>	Prishtina Language Academy
<b>Period:</b>	10/09/2012 – 31/01/2014
<b>Position :</b>	Teacher of English Language
<b>Description :</b>	<ul style="list-style-type: none"> <li>- teaching English;</li> <li>- planning, preparing and delivering lessons to a range of classes and age groups;</li> <li>- preparing and setting tests, examination papers, and exercises;</li> <li>- marking and providing appropriate feedback on oral and written work;</li> <li>- classroom management.</li> </ul>
<b>Institution and location:</b>	EU Project "Further Support to Land Use"
<b>Period:</b>	21/02/2011 – 22/02/2012
<b>Position :</b>	Interpreter/Translator
<b>Description :</b>	<ul style="list-style-type: none"> <li>- Provide consistently accurate and high-quality interpretation both from English to Albanian and vice versa during meetings between EU experts and project counterpart staff;</li> <li>- Provide translation of project documents;</li> <li>- Update and maintain Project's Web-site;</li> <li>- Give general office support;</li> </ul>
<b>Institution and location:</b>	Project: EU Assistance to Kosovo Customs and Tax Administration

Period:	18/10/2010 – 18/02/2011
Position:	<b>Interpreter/Translator</b>
Description :	<ul style="list-style-type: none"> <li>- Perform duties the Team Leader might reasonably require;</li> <li>- Provide consistently accurate and high-quality translation/interpretation both oral and written from English to Albanian and vice versa during meetings with the supervisory staff of Customs/Kosovo Tax Administration and EU-CTA;</li> <li>- Provide delivery of consistent and coherent translation of documents;</li> <li>- Provide translation of minutes and decisions taken in the meetings of the expert and Kosovo; Customs/Tax Administration and members of European Commission Liaison Office in Kosovo.</li> </ul>
Institution and location	Independent Judicial and Prosecutorial Commission (IJPC) – Prishtina
Period:	12/10/2009 – 30/10/2010
Position:	<b>Interpreter/Translator</b>
Description :	<ul style="list-style-type: none"> <li>- With objective of the project mandate, provide consistently accurate and high-quality translation;</li> <li>- Ensure the adherence of established translation standards in order to provide delivery of consistent and coherent translation services throughout the project;</li> <li>- Collectively with the supervisor ensure the work of the unit are completed and delivered timely;</li> <li>- Work closely with both the Appointment Commission as well as with the IJPC Secretariat;</li> <li>- Ensure clearance and approval of all translated documentation by the management</li> </ul>
Institution and location	UNMIK PJ Police
Period:	26/09/1999 – 16/01/2009
Position:	<b>Interpreter/Translator</b>
Description :	<ul style="list-style-type: none"> <li>- Provide high quality and accurate simultaneous or consecutive interpretation from English to Albanian and vice versa;</li> <li>- Provide accurate translation of various documents, statements, incoming and outgoing correspondence;</li> <li>- Maintain the in/out log Data Base for general incoming and outgoing correspondence;</li> <li>- Help the Supervisor in maintaining Personnel/Logistics archive system in the office;</li> <li>- Check bar coded items of UN and maintain proper data base;</li> <li>- Prepare monthly/daily roster and monthly attendance records.</li> </ul>

#### VII. Other Experiences:

A.	Managing experiences, projects managing, etc.	Year	University	Faculty	Department
1					
2					
3					

B.	Mobility / reasons	Year	University	Faculty	Department
1					
2					
3					

C.	Members of Associations	Status in Association	Year
1			
2			
3			
4			

#### VIII. Additional information:

Organizational skills and competences:	<ul style="list-style-type: none"> <li>- organizing and managing the learning environment</li> <li>- managing interaction with students</li> </ul>
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	<ul style="list-style-type: none"><li>- managing the lessons and activities</li><li>- managing material and resources</li><li>- managing feedback</li><li>- assasment of students</li></ul>		
Computer skills and competences:	<ul style="list-style-type: none"><li>- good command of Microsoft Office tools (Word, Excel and PowerPoint</li></ul>		
Language skills: (1 to 5: 1 lowest - 5 fluent)			
Language	Speaking	Writing	Reading
English	5	5	5
Macedonian	/	/	/
Serbo-Croatian	3	3	3
Turkish	/	/	/

Name and surname: Laureta Kadrijaj Qerimi

Signature \_\_\_\_\_

Prishtina, dt. 23.02.2023