

CURRICULUM VITAE

1. Family name: Xhaferraj

2. First name: Jorena

3. Date of birth: 18/09/1995

4. Nationality: Albanian

5. Mobile phone: +355 68 63 58 458

6. Email address: xhaferrajjorena@gmail.com

7. Education:

Institution [Date from - Date to] Degree(s) or Diploma(s) obtained

Faculty of Economy, University of Tirana

10/2018 – 10/2021

Master of Science in Business

Administration

European University of Tirana

10/2013 – 07/2016

Bachelor Degree in Finance

8. Language skills: Indicate competence on a scale of 1 to 5 (1 - excellent; 5 - basic) Language Reading

Speaking Writing

Albanian Mother tongue

English 1 1 1

Italian 2 3 2

Spanish 3 3 3

9. Other skills: MS Office Applications, SPSS Statistics, Finance 5. 10. Present position: Co-founder/Financial Expert

11. Key qualifications:

- Preparing/implementing/maintaining financial & administrative deliverables.
- Creating reports through the collection and analysis of data and information.
- Project management, assessment & evaluation.

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12. Professional experience:

Ref

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no

Date

from –

Date to

Company or

Consortium Position Description

1

12/2022

to date

GOPA

Consulting

Group

Financial

Expert

Comprehensive process of data collection, thorough analysis, and the subsequent preparation of detailed reports. 2

11/2022

to

06/2023

Swisscontact /

YMCA Albania

Business

Mentor

Plan and conduct monthly training sessions on various business subjects for young entrepreneurs hailing from diverse sectors. Provide mentoring and guidance to assist these entrepreneurs in crafting their business plans, balanced scorecards, SWOT analysis, and similar endeavours. 3

03/2022

to date

Lingoto Co-founder Development of the business model, conducting market research, identifying potential clients, establishing strategic partnerships, and representing the platform in international startup competitions.

4

01/2021

–

03/2021

RYCO –

Regional Youth

Cooperation

Office

Trainer Responsible for assessing, guiding, and providing mentorship for project ideas initiated by young individuals in Albania. Additionally, tasked with creating the financial budget for each project.

5

11/2019

–

01/2021

KMOP – Social

Action

Innovation

Centre

Project Office

Manager

In charge of Tirana's project office. Preparing, implementing & maintaining financial & administrative deliverables. Assisting in the grant scheme management.

6

02/2018

–

01/2022

Twenix Freelancer Providing one-on-one online Business English lessons for companies located in Europe & North America. Preparation of learning materials, preparation of learning surveys at the end of each chapter.

7

09/2016

–

09/2017

AIDA –

Albanian

Investment

Development

Agency

Coordinator Preparing reports by collecting & analysing information in regards to financial indicators & investment climate. Part of the organization team for different national/international conferences and forums.