

Curriculum vitae

Name: Kristijan Cimer
Date of Birth: 20th February 1975
Current Address: Reisnerova 60
31000 Osijek
Telephone Numbers: 031 213 734
091 513 9291
Marital Status: Single

Education:

1994-2000 University of J.J. Strossmayer,
Faculty of Economics in Osijek
Economics, B.A.
MAJOR: Entrepreneurship

1990-1994 High school (mathematics grammar school) in Osijek and Zagreb

Work experience:

Jun 2003 - Present **Post:** senior officer in the Department of Marking and the Department of Action Communication of Division of Retail Advancement

Responsibilities:

In charge of 48 retail stores:

- printing and distributing posters with special offers advertisements ranging from A4 to A1 format
- taking care of proper marking and proper positioning of products on special offers
- supplying the stores with all the equipment needed for marking
- making photo montages – old and new front look
- marking new stores – field work
- sticking large scale photo posters on shop windows
- regularly checking the stores in the region, designing report forms and writing reports

Mar 2003 - May 2003 **Post:** purchasing manager

Responsibilities:

- Taking care of several groups of products in the cash and carry store and generally for all retail stores including alcoholic drinks (spirits, beers and wines), non-alcoholic drinks (soft drinks, juices and syrups) and water (fizzy and still)
- Making orders, forming the price, checking on the competition in order to keep up, choosing which new products to introduce and what to list out from the sale, analysis of the sale, arranging special offers, positioning products on the shelves, organizing the product lay-out in new stores ranging from 600 – 2000 m² in size

Jul 2000 – Feb 2003 **Post:** purchasing manager

Responsibilities:

- Taking care of several groups of products in the cash and carry store and generally for all retail stores including hygienic paper products – toilet-paper, napkins, tissues; women hygienic products; diapers and baby tissues, food for pets, party program (paper plates, colorful napkins, balloons, etc.)
- Making orders, forming the price, checking on the competition in order to keep up, choosing which new products to introduce and what to list out from the sale, analysis of the sale, arranging special offers, positioning products on the shelves, organizing the product lay-out in new stores ranging from 600 – 2000 m² in size

Alastor d.o.o. was bought by retail chain *Konzum d.d.*, M. Čavića 1a, 10000 Zagreb. I remained on the same position

Feb 2000 - Jun 2000 *Alastor d.o.o.*, Ulica jablanova 27, 31000 Osijek

Type of company: cash and carry and retail chain stores

Post: assistant in marketing department

Responsibilities: producing advertisements for local newspapers for various occasions (Easter, Formula 1, special offers ...); designing labels for products; technical support in making leaflets (for products on special offers); analysis of the leaflets' profitability; creating web pages (visual identity, contents and coding included)

Other Activities:

1999 in charge of the group working on a project the aim of which was to buy a computer with encyclopedia on CD for the faculty library – successful

created the cover page and map of faculty for the information booklet for freshmen

1998 participated in the international contest *InterAd* as a creative member of the Faculty of Economics team in designing the logo and advertisements for the given theme *Drink milk*

1995 - 1999 assistant to Computers Science professor at the Faculty of Economics in Osijek

1992 - 1994 writing articles on computer games for the local newspaper *Glas Slavonije*

1993 participated in a high school contest with a computer program for video store managing written in Clipper program

created numerous business cards, TV advertisements (picture) and calendars

had my photographs chosen for display in several photography competitions (Osijek, Vinkovci, Zagreb)

Skills:

excellent reading, writing, listening and speaking skills in English
very experienced in using Windows based software especially MS
Word, MS Excel, MS Outlook, Manager 2000, Adobe
Photoshop, Corel Draw, Macromedia Dreamwaver
exploring the Linux operating system
communication skills

Interests:

computers, photography, image editing, design