



## CONTACT

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## LANGUAGES

- Albanian – Mother Tongue
- English – Very Good C1
- Italian- Good A2
- Chinese – Beginner A1

## TECHNICAL COMPETENCES

- Microsoft Office Suite
- Windows
- Photoshop
- Editor
- Promo Republic

## SKILLS

- Critical Thinking
- Team Spirit
- Curiosity
- Conflict Management
- Driving Licence B

## INTERESTS

- Writing Projects
- Research
- Climbing
- Drawing

# RESUL RESULAJ

## Anna Lindh Foundation

Policy researcher, communication specialist, expert on drafting projects and journalism, with 7 years of work experience in public institutions and civil society organizations. I currently work as a Project Coordinator at Institute e Social Studies and Humanities, specializing in international relations, research on Western Balkan, diplomacy and integration processes of the European Union. I believe the key to success always lies in teamwork and innovative ideas.

## EXPERIENCE

### COORDINATOR OF PROJECTS

Institute of Social Studies and Humanities

Tirana | Albania

January 20 – Ongoing

### SPECIALIST OF COMMUNICATION

Agency of Parks and Recreation, Tirana Municipality

Tirana | Albania

March 19 – September 2021

### COORDINATOR OF PROJECTS

« Qemal Stafa » Foundation

Tirana | Albania

September 18 – September 20

### SPECIALIST OF PROTOCOL

Ministry of Internal Affairs

Tirana | Albania

November 18 – March 19

### SPECIALIST OF PROTOCOL AND FOREIGN PROJECTS

Tirana Waterworks, Tirana Municipality

Tirana | Albania

January 16 – November 18

### SPECIALIST OF ARCHIVES AND HUMAN RESOURCES

Rectorate of University of Arts

Tirana | Albania

September 14 – September 15

- Writing and applying for projects in different calls;
- Publications and editing of the newspaper Le Monde diplomatique in albanian;
- Publication of posts on social networks and the website;
- Coordination of projects and logistical support of ISSH;
- Communications with government institutions and citizens;
- Digital communication and online projects;
- Publications on web page and social networks;
- Office management and secretarial tasks;
- Coordination of projects;
- Writing new projects for the partners;
- Maintenance of web page and social networks;
- Logistical support of FQS activities;
- Registration of entry and exit documents;
- Classification and administration of written documentation by departments;
- Coordination of Foreign Projects;
- Communications with other institutions;
- Benchmark;
- Classification and administration of documents;
- Drafting letters for returning answers for other institutions;
- Human resource management;
- Organization of archival documentation;
- Digitization of the archival fund;
- Registration of entry and exit documents;

## EDUCATION

2013 - 2015

### DIPLOMACY AND INTERNATIONAL RELATIONS

Institute of European Studies

University of Tirana - Tirana | Albania

### MASTER OF SCIENCE

**Thesis:** Albania's integration processes in EU from 2000 until 2009

**Achievements:** Excellence Student with "Golden Medal" from the Rectorate of the University of Tirana

2010 - 2013

### HISTORY

Faculty of History and Philology

University of Tirana - Tirana | Albania

### BACHELOR DEGREE

**Thesis:** Politics and Contemporary History of Albania

**Achievements:** Excellence Student with "Golden Medal" from the University of Tirana

**CERTIFICATES BY:** European Union in Albania, European Parliament, Swedish Parliament, Friedrich Ebert Stiftung, Ministry of Foreign Affairs Albania, Westminster Foundation for Democracy, Olof Palme Center, Confucius Institute Tirana, Qemal Stafa Foundation, European Movement in Albania, National Democratic Institute, Balkan Youth Link Albania, ProgWeb etc.