

PERSONAL INFORMATION

MARJANA MERKAČ SKOK

Kvedrova 30, 1000 Ljubljana (Slovenia)

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Date of birth 12/11/1959 | Nationality Slovenian

WORK EXPERIENCE

02/2016 - Present

Dean of GEA College Faculty of Entrepreneurship

GEA College of Entrepreneurship, Dunajska 156, Ljubljana (Slovenia), full professor of Management and Organizational Behaviour, researcher and project manager

10/2007–01/2016

Dean of College of Commerce and business sciences

Fakulteta za komercialne in poslovne vede, Lava 7, 3000 Celje, SLO

1/2006–9/2007

Dean of GEA College of Entrepreneurship

GEA College of Entrepreneurship, Kidričevo nabrežje 2, SI-6330 Piran (Slovenia)
Leading the college as highest professional authority. President of Senate, Head of Chair in Management. As Assistant Professor teaching courses in Management, in HRM and OB, in organization and leadership. Leading and participating in research projects, management of study and research activities. Development of new study programmes. Developing business and professional connections with over 40 partner institutions in EU.

10/1997–12/2005

Acting dean for study affairs, assistant professor

GEA College of Entrepreneurship, Kidricevo nabrezje 2, SI-6330 Piran (Slovenia)
Member of the Senate, Head of Chair in Management. As Assistant Professor teaching courses in Management, HRM and OB, organization and leadership. Leading and participating in research projects. Being responsible for organization of pedagogical and study affairs, participating in development of new study programmes. Leading activities in international office, connecting with several partner institutions in EU.

1/1992–9/1997

Project manager – senior consultant

ITEO (Institute for marketing and economic and organizational consultancy), Kotnikova 24, SI-1000 Ljubljana (Slovenia)
Head of department of consulting projects at ITEO for HRM, OB and leadership field. Acquisition and implementation of consulting projects for private sector companies in the field of expertise (management, HRM and HRD, organizational and wage models, competencies, personnel development and training etc.).

4/1983–12/1991

Head of Department for HRM, wages, salaries and career

development

Železarna Ravne (Ravne Steelworks), Prežihova 14, 2390 Ravne na Koroškem (Slovenia)

Head of department, responsible for developing strategies, policies and models (HRM, wages and career development) and for implementing models in the company

EDUCATION AND TRAINING

- 1994–1997 Ph. D. in Organizational and Management Science
Faculty of Organizational Science, University of Maribor
- 1983–1989 M. Sc. In Business politics and Organization
Faculty of Economics, University of Ljubljana
- 1978–1983 B. Sc. In Sociology (HRM and OB)
Faculty of Social Sciences, University of Ljubljana

PERSONAL SKILLS

Mother tongue(s) Slovenian

Other languages	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
German	C1	C1	B2	C1	C1
Croatian/Serbian	C2	C2	C2	C2	C2

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2: Proficient user
[Common European Framework of Reference for Languages](#)

- Communication skills**

 - Team spirit, ability to create a pleasant work atmosphere
 - Good abilities for synthetic and global views over concrete situations
 - End-oriented work capacity
 - Problem-solving attitude
 - Strong sense of responsibility, self-respect and self-reliance
 - Strong referential values of fairness, equity and dignity
 - Lecturing, tutoring, mentoring, coaching
 - Well organised person

- Organisational / managerial skills**

 - Leadership, organisation and coordination, team work and group leading,
 - Very good in working under pressure
 - Good in problems solving, team building, empowerment, communication, mentoring, coaching, training, moderation of meetings, seminars and workshops
 - Dissemination of project activities and public awareness actions

- Teaching and research
- Leading and participating in several international projects (eg.: Tempus, Erasmus, F7)
- Designing and implementing courses at undergraduate, graduate and doctoral study level in the fields of Management, Human resource management, Organisational behaviour and Methodology in business research
- Designing of programmes and curricula for courses at graduate and postgraduate level Designing of short seminars for different levels
- Designing of models for organizational and personal development, wages, HRD, performance evaluation, MBO, competencies models etc.
- 22 years of teaching experience at workshops, short seminars, undergraduate college level and postgraduate level
- 10 years of consulting experience at organization, management and HRM fields in developing and implementing new models and solutions in private and public sector
- Good in communication in several languages, quick learner, have a strong analytical mind. Customer oriented and aware of their needs and requirements. can work independly.

Membership of professional bodies:

- Independent expert for quality assurance at ACQUIN - German Agency for Development of Higher Education and Quality Assurance, member of EQUAR and ENQUA
- Independent expert for quality assurance at HEI at Slovenian national agency SQAA
- Independent expert for quality assurance at HEI at Monte negro Assembly for Higher education
- Independent expert for quality assurance at HEI at Agency for Development of Higher Education and Quality Assurance of Bosnia and Herzegovina
- Member of the Supervisory board of KOVIVIS Slovenj Gradec,
- Member of the Supervisory Board of the Association for work evaluation (DVD), Maribor,
- Member of Editorial Boards of :
 1. International Journal of Innovation and Regional Development (IJIRD)
 2. Managing global transitions
 3. International journal of globalisation and small business
 4. Učenje za podjetništvo
 5. Journal of accounting and management
 6. Business systems research journal
 7. Studies of Organisational Management & Sustainability
- President of the Programme Board of the annual International

scientific conference FCBS.

- Member of the Programme Board of the annual International scientific conference Economic and social development

Computer skills

Good basic computer literacy (word processing, spreadsheets)

Key qualifications

- Over 20 years of experience as lecturer and associate professor, project manager, team leader, consultant and trainer,
- Extensive experience in developing and implementing HRM models for companies at different sectors,
- Direct experience in leading and participating in EU funded projects (tempus, phare, socrates),
- Extensive experience in designing and implementation of programmes and models for new graduate and postgraduate study courses,
- Licence for business consultant from the training in PHARE programme - expert in monitoring and evaluation exercises, training and accreditation of management consultants;
- Expert in designing study programmes for long life learning approach – by understanding, using and developing Bologna principles of ECTS system,
- Connecting institutions for joint programmes and higher mobilities, being visiting professor at several European universities,
- Member of the board for developing and implementing “training on basic consulting skills for SME consultants implementation of voucher-based consultancy scheme” in Slovenija
- Author and co-author of several scientific and professional articles and books (COBISS research number 14074 – 360 publications - <http://izumbib.izum.si/bibliografije/Y20150312093644-A3975011.html>,
- Independent expert for evaluating quality assurance in HEI, working for accreditation agencies in Slovenia, Monte Negro, Bosnia and Herzegovina, Germany, Bulgaria, Latvia.
- Independent expert for project evaluation in Erasmus plus programmes, working for European commission since 2016