

EUROPEAN
CURRICULUM VITAE
FORMAT



PERSONAL INFORMATION

Name **NARDI SHEQERXHIU**
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Nationality **KOSOVAR-ALBANIAN**
Date of birth **30.07.1982**

WORK EXPERIENCE

- Dates (from – to) 21.06.2010 –31.07.2016
 - Name and address of employer NPT “Trepfarm”, Sllatinë e Madhe, Fushë Kosovë, Kosovo
 - Type of business or sector Pharmaceutical producer
 - Occupation or position held Deputy quality manager
 - Main activities and responsibilities Responsible for chemical analysis for pharmaceutical raw materials and final products
Evaluation and interpretation of results
Audit of quality system ISO/IEC 17025:2005
Operating with equipment and troubleshooting with systems,
Training of new personnel with equipment and operational techniques,
Managing with reagents and chemical reference standards,
- 01.08.2016 – 31.01.2017
- Strengthening and modernising the forensic services in Kosovo THL Finland under IPA project
Component 1: Development of the operational, administrative and organisational structure of the Institute of Forensic Medicine;
Activity 1.3. Development of uniformed quality standards and recommendations;
Activity 1.5. Development of manuals and instructions
Component 2: *Strengthening of capacity of the IFM staff to deliver forensic services as defined in the legislation.;*
Activity 2.9: *Assessment of the condition of the forensic laboratory.*
- 01.03.2018- ongoing
- Forensic Toxicologist Institute of Forensic Medicine Kosovo
- Participant in autopsy and take tissue samples for toxicological analysis;
Performs laboratory toxicological analyzes for the purpose of qualitative and quantitative determination of the presence of substances such as; alcohol, drugs, drugs etc, from the samples taken during the autopsy of the dead body;
Compilation of the test report on the performed analyzes and giving an opinion on the results of these analyzes

EDUCATION AND TRAINING

- Dates (from – to) 03.12.2018 – 20.07.2022
- Name and type of organisation providing education and training *Ministry Of Health*
- Principal subjects/occupational skills covered Toxicology Specialist
- Title of qualification awarded *Title of qualification award*
- Dates (from – to) 01.10.2014 – ongoing
- Name and type of organisation providing education and training University of Prishtina “Hasan Prishtina”
- Principal subjects/occupational skills covered Environmental and Analytical Chemistry
- Title of qualification awarded MA.sc. candidate
- Dates (from – to) 01.10.2004- 31.12.2009
- Name and type of organisation providing education and training University of Prishtina
- Principal subjects/occupational skills covered Pharmacy
- Title of qualification awarded Master of Pharmacy
- Dates (from – to) 01.10.2001 - 20.11.2004
- Name and type of organisation providing education and training University of Prishtina
- Principal subjects/occupational skills covered Engineering Chemistry
- Title of qualification awarded Bachelor of Engineering Chemistry
- Dates (from – to) 01.09.1997- 04.05.2001
- Name and type of organisation providing education and training Secondary medical school “Luciano Motroni”
- Principal subjects/occupational skills covered Dental technician
- Title of qualification awarded Graduated dental technician

MOTHER TONGUE

ALBANIAN

OTHER LANGUAGES

English	Macedonian	Turkish	Serbian
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• Reading skills	GOOD	EXCELLENT	EXCELLENT	EXCELLENT
• Writing skills	GOOD	EXCELLENT	EXCELLENT	EXCELLENT
• Verbal skills	GOOD	EXCELLENT	GOOD	GOOD

SOCIAL SKILLS AND COMPETENCES

GOOD COOPERATIVE TEAM MEMBER, LIVING IN MULTICULTURAL ENVIRONMENT, GOOD ADJUSTING IN DIFFERENT SITUATIONS ETC.

ORGANISATIONAL SKILLS
AND COMPETENCES

GOOD ORGANIZATION OF WORK, MEETING TIMELINES, FOLLOWING AGENDA ETC,

TECHNICAL SKILLS
AND COMPETENCES

GOOD WORKING WITH COMPUTERS, LABORATORY EQUIPMENT, MAINTAINING THE EQUIPMENT (HPLC, GC/FID, GC/MS, UV- VIS, AAS , FTIR, POTENTIOMETRIC TITRATION ,TOC ANALYSER, ETC,)

DRIVING LICENCE(S)

B category

TRAININGS AND CERTIFICATES

Seminar Mass spectrometry/ atomic spectroscopy ultimate tool for food safety and environmental application AGILENT Technologies 29.10.2014

General requirement for the competence of testing and calibration laboratories(ISO/IEC17025:2007) Directorate of Accreditation of Kosovo 17.07.2012

Hardwer,software, maintenance and troubleshooting of Shimadzu Nexera XR UHPLC System SHIMADZU 4-5 may 2015

Troubleshooting and Operation for GC-2010 with AOC 5000 including Software SHIMADZU 15-26 .11.2010

Troubleshooting and Operation for LC 2010 CHT including Software SHIMADZU 04-15 .10.2010

Troubleshooting and Operation for UV 1800 including Software SHIMADZU 13-17 .12.2010

Troubleshooting and Operation for FTIR prestige 21 including Software SHIMADZU 14-16 .12.2012

Troubleshooting and Operation for AA 7000 including Software SHIMADZU 17-28 .12 .2011

Internal Auditing of management system according to ISO/IEC 17025:2005, QualityPro consulting and engineering July 2011