

# Radenko Jeftić

Stepe Stepanovića 175, Banja Luka, RS, B&H

## 1. Personal information

Address(es)	Stepe Stepanovića 175, Banja Luka, RS, B&H
Mobile:	+387 (0) 65 668 021
E-mail	rjeftic1@gmail.com
Nationality	RS / B&H
Date of birth	18.10.1958
Gender	male

## 2. Education:

Degree(s) or Diploma(s) obtained	Institution
MSc in Management Sciences - Diploma	ECPD, United Nations University for Peace, Belgrade
BSc. in Economics - Diploma	University of Banja Luka, Faculty of Economics Banja Luka
A First level university degree in accounting - Diploma	Higher Scholl of Commerce and Economics, Sarajevo
Diploma in Project Management	International Labor Organization (ILO) Turin, Italy
Certificate - the Project Cycle Management-Level C	Strengthening of B&H Environmental Institutions and Preparation for Pre-accession Funds
Certified Accountant - Certificate	Accounting and Auditors Association of RS / B&H
Courses, workshops, study tours and seminars	held locally and abroad related to: projects management; procurement, monitoring and evaluation; business plan preparation; presentation skills, finance management; accounting; risk management; banking; (Annex 1) ;

## 3. Work experience:

From - to	Institutions, company
May 2017 – up to date	Deputy Director, Projects Coordination Unit within the Ministry of Agriculture, Forestry and Water Management, Republic of Srpska
Jun 2008 – May 2017	Director, Projects Coordination Unit within the Ministry of Agriculture, Forestry and Water Management, Republic of Srpska / Bosnia and Herzegovina (projects financed by the World Bank, IFAD, others)
Jun 2007 - Jun 2008	Director, International Relation, Treasury and Payment Systems Division, Bank of East European Financial Corporation, Banja Luka, Republic of Srpska
Dec 2005 - Jun 2007	Financial Manager, Project Coordination Unit, Ministry of Agriculture, Forestry and Water Management, Republic of Srpska, / Bosnia and Herzegovina
Mar 2002 - Dec 2004	Director, Finance and Administrative Department, Foundation for Development and Employment of RS, Bosnia and Herzegovina

Jul 1999 - Mar 2002	Financial Manager, Reconstruction Assistance Project financed by the World Bank, Banja Luka, Bosnia and Herzegovina
Aug 1990 - Jul 1999	Head of Foreign Transactions Department, Privredna Banka a.d. Gradiška
Apr 1987 – Aug 1990	Normative in Production and Pay for Performance Specialist, Co "Rudi Cajevac" Banja Luka
Mar 1983 – Apr 1987	Account Receivables Specialist, Company Co "Rudi Cajevac" Banja Luka
Aug 1980 –Mar 1983	Import Specialist, Company "Sloga" Prnjavor, Bosnia and Herzegovina

#### 4. Organisational skills and competences:

Project preparation, coordination, controlling and management: (initiation, planning, execution, M&E, closure)

Performance monitoring of the entire project management life cycle and ensuring project activities are on the right track.

Project finance management, accounting, budgeting, financial reporting, cash flow management, foreign exchange risk management;

Procurement, tendering, contracting & contract management;

Grant approval process (preparation of eligibility, exclusion, selection award criteria) and monitoring of grant use;

Credit approval process and credit risk management;

Treasury management: assets – liabilities management;

International payment transactions management;

Application of procedures, rules and guidelines used by different international financial organizations;

Close work with experts and stakeholders from different cultures, backgrounds and nations;

#### 5. Professional experience:

##### 5.1 Experience in project management

Preparation and implementation of projects in the area of:

Institutional capacity building in public and private sector (public agencies and services, SMEs, cooperatives, associations of agricultural producers);

Rural finance: preparation and implementation of grant shims and favourable credit lines in cooperation with the respective finance ministry and financiers (the international financial organizations, commercial banks);

Support to value chain development by providing technical assistance, training, workshops, study tours, procurement of necessary equipment, proposing solutions to any obstacles hindering project implementation;

Construction, rehabilitation and repair of infrastructure: regional, local and forest roads, bridges, public buildings, water supply and sewerage systems, dykes and river embankments;

Construction, rehabilitation and repair of irrigation and hydro-melioration systems, reservoirs, cleaning of river beds; etc.

##### 5.2 Experience in banking

Treasury operations and controls in compliance with the Bank's established policies and procedures; Bank's strategies, operations, policies and budgets relating to treasury activities development and supervision; assets liabilities management; cash management; liquidity management; debt management; investment management; optimal utilization of funds; banking relations; international funding; risk management; regularly review treasury policies & procedures; ensuring that they are implemented through tight operational practices and systems of work; supervision and maintenance of internal controls designed to safeguard bank assets and reporting.

Domestic and international payments for the Bank and its clients; gyro-clearing with central bank; documentary businesses, documentary letter of credits, documentary collections; issuance of bank guarantees; foreign checks collections; execution of clean payments, conditioned payments; the Bank's

foreign exchange exposure monitoring; programs policies and procedure referring for payment transactions, lending and depositary businesses development and supervision.

### **5.3 Experiance in finance in public sector**

Day to day financial management; financial plan development; implementation of goals and objectives for the finance and administration department; preparation and administration of internal policies and procedures relating to departmental program activities such as payroll, bookkeeping, insurance, budget and cost control, accounting functions; inventory management and control procedures; security of facilities; obtaining appropriate financing; communication with clients, banks, financiers, ministries, and tax authorities; oversight of all areas of financial accounting including loan accounting; financial reporting and preparation activities for independent audit.

### **5.4 Experience in corporate sector**

#### ***In finance***

Planning and analysis of business operations; monitoring and administration over account receivable for the company; monitoring DSO; customer's statements, bills and invoices preparation; research and analyse accounts; aging reports generation; payment schedules determination; contacting delinquent customers to secure payment; accurate monthly billing adjustments preparation; investigating and resolving billing and account discrepancies; managing and resolving customer inquiries; compiling data and preparation monthly reports and statements.

#### ***In commerce***

Managing all imports documents in a company; dealings with customers houses, shipping companies; plan import/export requirements; negotiating with suppliers/buyers, negotiating freight rates and nominate forwarder; interact with customs clearing agent; responsible for warehouse inventory.

## **6. Language skills:**

<b>Language</b>	<b>Reading</b>	<b>Speaking</b>	<b>Writing</b>
Serbian-Bosnian-Croatian	native	native	native
English	C1	C1	C1
German	B1	B1	B1
Russian	A1	A1	A1

(\*) [\*Common European Framework of Reference for Languages\*](#)

## **7. Computer skills and competences:**

Operating systems	Windows, Linux
MS Office	Word, Excel, Powerpoint, Outlook, Access (programming in VB, SQL)
LibreOffice	Writer, Calc, Impress, Base, Draw, Math
Web	HTML, CSS, Javascript, PHP
Email	Filters, folders, rules

## **8. Membership of professional bodies:**

Member of Accounting and Auditors Association of RS / B&H

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## Annex 1. Courses, workshops, study tours and seminars

<b>(Date from - Date to)</b>	<b>Name of Seminar</b>	<b>Organization</b>
September 30, - October 2, 2019	Financial Management Workshop	IFAD, Istanbul, Turkey
Nvembar 19-21, 2018	Western Balkans Regional Procurment Training	World Bank Group
September 13-14, 2017	Project Procurment	European Bank for Reconstruction and Development
October 02 -06, 2016	Procurement Training	Abu Dhabi, United Arab Emirats
May 26-27, 2016	Systematic Tracking of Exchanges in Procurement – system at the World Bank	Belgrade, Serbia
Jun 02 -05, 2015	Results Management	Izmir, Turkey
April 2014	The Project Cycle Management - Level C	Strengthening of B&H Environmental Institutions and Preparation for Pre-accession Funds
October 30 Novembar 03, 2013	Finance Management	Amman, Jordan
October 20-25, 2013	Modern Technologies and Rural Development	Ministry of Foreign Affairs of Israel, Israel, Tel Aviv, Jerusalem
December 17- 19, 2012	Regional Capacity Building in Effective Communication	COPEM - IFAD Rome, Italy
September 25 - 30, 2011	IFAD Share Faire, exchange knowledge and experience	IFAD Rome, Italy
January, 2011	Rural Credits,	European Commission, TAIEX, Bruxles, Belgium
October 26 - 28, 2010	Financial Management and Disbursement	World Bank, Mission Sarajevo
March 10- 12, 2008	Prevention of Money Laundering	Financial Technology Transfer Agency, ATTF
November 25, 2008	Bill of Exchange as Instrument of Payment Security	TAZ, Belgrade
September 23- 26, 2008	The practical role of monitoring and evaluation	Regional Workshop for TEN and Turkey, Sarajevo
May 29 - Jun 02, 2006	Disbursement and Financial Management	Workshop for Europe and Central Asia Region, World Bank
May 17-19, 2006	Presentation Skills	USAID, LAMP
December 01- 03, 2005	Risk Management	Chamber of Commerce Austria and WIFI Vienna
November 17- 19, 2005	Financial Management	Chamber of Commerce Austria and WIFI, Vienna

Apr.2005	Workshop for Managers	Chamber of Commerce Region Veneto, Italy
December 2004	Monitoring and Evaluation of Projects	Wageningen NL
May 29 Jun 01, 2004	Credit Institutions Staff Training	SEED, IFC, World Bank, Sarajevo
November 04 - 22, 2002	Project Management	United Nation Training Centre ILO, Turin, Italy
Jun 3- 7, 2002	Financial Administration of Projects	IFAD Rome, Italy
August – October 2000	International Financial Reporting Standards	USAID and Association of Auditors and Accountants Banja Luka,
October 04 -23, 1998	Training Program on Project Implementation	EDI, Austria and World Bank Group - Stadtschlaining Austria
Jun 08-26, 1998	Financial Management of Development Projects	Crown Agents, London, Wording, UK

## Annex 2. Projects implemented (Selection of Relevant Projects)

As director of Project Coordination Unit, director of finance and administration, finance manager and consultant has been involved in preparation and implementation of many projects – estimated value over several hundred millions of USD. The projects were financed by different international organization (IBRD, IDA, IFAD), Government, local communities, beneficiaries.

Position hold	Name of Project	Project objectives
<b>Director of Projects Coordination Unit</b>		
	Agriculture Rural Development Project	To assist BiH in strengthening the capacity of its state- and entity-level institutions eligibility to access the EU
	Rural Enterprise Enchantment Project	Support to rural entrepreneurship
	Rural Livelihood Development Project	Support to rural livelihood development
	Irrigation Development Project	Construction, reconstruction, upgrading, and modernization irrigation and drainage infrastructure;
	Rural Business Development Project	Rural business development
	Drina Flood Protection Project	To provide increased protection from flood events in the project areas.
	Emergency Flood Recovery Project	To meet critical needs and restore functionality in floods affected areas.
	Sustainable Forestry Landscape Management Project	To build the capacity of forest sector stakeholders and demonstrate approaches for sustainable forest and land management
<b>Director of Finance</b>		
	Emergency Pilot Credit Line for RS (Credit Line for SMEs and Banking Privatization)	Credits to SME and TA for banking privatization
	Forestry Project in RS	Forestry protection
	Private Sector Credit Project (Credit line for SMEs)	Credits and TA to SME/private sector
	Community Development Project (Credit line and TA for local communities)	Development of local communities infrastructure)
	Local Initiative Project II - Microfinance	Micro credits for poorest
	Local Initiative Project I - Microfinance	Micro credits for poorest
	Privatization Technical Assistance Project	TA support to privatization
	Social Sector Adjustment Technical Assistance Credit (SOTAC)	TA to social sector
	Pilot Emergency Labor Redeployment Project	Increase of employment through public works
	Local Development Pilot Project	The development of a municipal credit

		market to provide a long-term source of financing for creditworthy municipalities for infrastructure investments
	Small Agriculture Commercial Project	Credits for SME, infrastructure reconstruction, market integration)
<b>Consultant for finance and disbursement</b>		
	Road Management and Safety Project	Roads safety enhancement
	Emergency Landmine Clearance Project	Demining
	Emergency Transport Reconstruction Project	Roads reconstruction
<b>Finance Manager</b>		
	Small Farm Reconstruction Assistance Project	Reconstruction of small farms
	Livestock and Rural Finance Development Project	Credits for individual farmers & SME, infrastructure reconstruction)
	Reconstruction Assistance Project in RS	Reconstruction in area of housing, water sanitation, agriculture and electricity