

## PERSONAL INFORMATION

## Fisnik Salihu LL.M



Rr."Enver Maloku" , Hyrja 5, nr.42  
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Male | 10 Jul 84

POSITION APPLYING FOR: -

## WORK EXPERIENCE

June 2015 - present

**Attorney at Law | Avokat**  
Prishtinë, Kosovë

11 Nov 2014 – June 2015

**Legal Advisor**

TEB SH.A Bank, Rr.Agim Ramadani, nr.15, Prishtinë

Provides Legal Advices on all issues that pertain to Legal Departments scope of work;  
Conducts research and drafts accordingly Legal Opinions, Memos, Summaries on different issues as and when required by Bank's Management and different Departments and Units;  
Drafts different Bank's and Legal Department's Procedures and Policies and assists Head of the Legal Department in drafting and reviewing the same;  
In cooperation with respective Bank Department's, drafts and compiles respective Agreements for new products of the Bank and updates them accordingly;  
Reviews different existing Bank documents such as Policies, Procedures, Agreements etc. with intention to improve protection of the Bank and its interests towards third parties;  
Represents the Bank at different Courts in the Republic of, state organizations, institutions and agencies as well as NGO's, commercial companies, private individuals and other third parties

30 Aug 09 – 10 Nov 14

**Legal Specialist**

Raiffeisen Bank Kosovo J.S.C , Rr. "UÇK" nr.51, Prishtinë

Advise the management and all other departments on current laws and regulations;  
Review and revise legal documents in order to comply with current laws and regulations;  
Draft and review different contract/agreements including lease, service, constructions, sale and purchase agreements, MOUs etc ;  
Advise on Kosovo's court system and legal procedures and ensure enforcement of existing Bank Policy and Procedures;  
Advise the Bank's Department if there are changes in the legislation and make necessary changes to the internal procedures and agreements with third parties.  
Represent the Bank in front of different courts in Kosovo concerning different claims, administrative, labour issues, or other proceedings, or suits, investigations, inquiries, complaints, notices of violation, judgments, orders, directives or restrictions against RBKO or any of its assets, properties or business;  
Participate in Tender Committee meetings.

25 Apr 07 - 29 Aug 09 **Legal Associate**  
 Raiffeisen Bank Kosovo J.S.C, Rr."UÇK" nr.51, Prishtinë  
 Draft and check of Legal Agreements, Amendments based on terms and conditions approved by the Bank and signing them;  
 Represent the Bank at the courts concerning different legal issues;  
 Undertake legal action concerning (sequestration and execution of collateral including criminal charges and other civil suites) in different courts;  
 Draft legal agreements between the Bank and third parties;  
 Analyze and execute court decisions as required by the court.

Feb 2015 - Present **Arbitrator**  
 Alternative Dispute Resolution Center at American Chamber of Commerce in Kosovo (AmCham)

Bar Exam March 2014, Ministry of Justice, Prishtinë

Private Enforcement Agent Exam April 2014, Ministry of Justice, Prishtinë

**VOLUNTEER EXPERIENCE**

1 Oct 12 - Present **Head of Commission for Arbitration and member of Commission for Normative Acts**  
 Handball Federation of Kosova , Rr."Agim Ramadani", House of Sports, Prishtinë

Sep 14 - Present **Director at JCI Board of Directors**  
 JCI Prishtina

4 Jun 09 - 2 Aug 10 **Director**  
 Trepça Handball Club

**PROFESSIONAL TRAINING AND COURSES**

Legal Symposium - European Forum Alpbach (2012)  
 Commercial Arbitration Workshop at the Alternative Dispute Resolution Center of AmCham Kosovo (2011)  
 Six Sigma Training at RBKO J.S.C. (2009)  
 Superior Customer Service Quality at RBKO J.S.C (2008)  
 Legal Clinic by American Bar Association-Rule of Law Initiative (2008)  
 English for Lawyers Programme - University of Pittsburgh (2005)  
 International Transactional Business Law - University of Pittsburgh (2005)  
 Internship - Ombudsperson Institution in Kosovo (2004)

**EDUCATION AND TRAINING**

Oct 2014 - Present **PhD in Law and Property Management**  
 The European Faculty of Law, Nova Gorica (Slovenia)

1 Sep 10 - 31 Aug 11 **Master of Laws in International Economic and Business Law LL.M**  
 University of Groningen, Groningen, The Netherlands  
 International Contracts Law, International Trade Law, Alternative Commercial Dispute Resolution

1 Oct 03 - 10 Feb 07 **Bachelor of Laws** Bsc  
 University of Prishtina, Prishtinë  
 Principal subjects of Law, Legal Research, Legal Writing

1 Sep 99 - 31 May 03

**High School Diploma**

Sh.m "Frang Bardhi" Gymnasium, Mitrovicë, Mitrovicë

Math and Science

Mother tongue(s) Albanian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C1	C1	C2
German	A2	B1	B1	A2	B1
Serbian-Croatian	B1	B1	B2	B1	B2

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient use

Communication skills

Assertiveness, Confidence and Clarity, Consideration of others, Focused.

Organisational / managerial skills

Visionary, Self-Motivated, Strategic Thinking, Self-Management, Solve-complex problems and make decisions, Team Player, Able to make decisions, act upon them and accept responsibility for them.

Job-related skills

Draft effective legal documents such as motions, briefs, memorandums, resolutions and legal agreements, Analytical and Logical Reasoning, Legal Research, Knowledge of Substantive Law and Legal Procedure, Time Management.

Computer skills

MS Office programs (Word, Excel, Project, Power Point)  
Internet based research