



Erza Preteni

Date of birth: 12/05/2000 | **Nationality:** Kosovar | **Phone number:** (+383) 45816282 (Mobile) |

Email address: erza.preteni@gmail.com |

Address: Mati 1,rruga B, 10000, Prishtinë, Kosovo (Home)

WORK EXPERIENCE

HEIMERER COLLEGE – PRISHTINE, KOSOVO

UNIVERSITY TEACHING ASSISTANT – 03/2024 – CURRENT

Teaching Assistant for the modules:

Nursing Research and Academic Writing -Nursing Faculty

Alternative and Augmentative Communication- Speech and Language Therapy Faculty

Nursing Research and Academic Writing:

- Guide students in comprehending and applying research methodologies and principles of academic writing.
- Assist students in improving their academic writing skills, including paper structuring, referencing, and adhering to academic standards.
- Educate students on ethical considerations in nursing research, such as informed consent and data management.
- Foster and develop students' critical thinking skills through discussions, debates, and analysis of research literature.

Alternative and Augmentative Communication:

- Support students in understanding and applying various communication methods and technologies.
- Aid students in enhancing their practical skills in speech and language therapy.
- Teach students about the ethical implications and best practices in alternative and augmentative communication.
- Encourage critical thinking and problem-solving through interactive sessions and case studies.

INSTITUTE OF SOUTHEAST EUROPE FOR HEALTH AND SOCIAL POLICY – PRISHTINE, KOSOVO

RESEARCH ASSISTANT – 01/02/2024 – CURRENT

- Conduct comprehensive literature reviews to support the research objectives and provide background context.
-Gather data through various methods including [e.g., surveys, experiments, interviews], ensuring accuracy and reliability.

-Assist in analyzing data using SPSS, and interpreted results to support research findings.

- Maintain detailed and organized records of research processes, data collection, and results.

-Administrative Tasks for Ethical Committee:

-Ensure adherence to ethical guidelines for research applications.

-Manage and schedule committee meetings.

-Maintain records of committee decisions and proceedings.

-Facilitate review and approval of research proposals.

-Update and implement ethical policies.

NGO-INSTITUTE OF SOUTHEAST EUROPE FOR HEALTH AND SOCIAL POLICY – PRISHTINE, KOSOVO

PUBLIC RELATIONS & MARKETING – 09/2022 – 01/02/2024

- Developing and implementing effective communication strategies to enhance the organization's public image.

-Crafting articles, and content for various media platforms to maintain a positive public presence.

-Organizing and managing events, conferences, and promotional activities to engage the target audience.

-Engaging with the public through social media, responding to inquiries, comments, and feedback.

As researcher, my responsibilities includes:

-Designing research projects and formulating research questions to explore relevant topics.

-Collecting and analyzing data using appropriate research methodologies and tools.

-Collaborating with colleagues and experts to exchange insights and validate research outcomes.

 **NGO-PIKË KTHESE** – PRISHTINE, KOSOVO

VOLUNTEER INTERN – 01/2022 – 04/2022

- Participated as a volunteer intern in a dedicated initiative within an NGO, aimed at delivering evaluation and therapy to schoolchildren grappling with speech and language disorders.
- Worked closely with a team of professionals to design tailored treatment plans based on the individual needs of each child.
- Administered speech therapy interventions and exercises to enhance children's articulation, fluency, voice modulation, and language skills.
- Collaborated with teachers, parents, and caregivers to provide guidance on reinforcing speech and language development strategies at home and in the classroom.
- Participated in team meetings to discuss progress, share insights, and coordinate efforts for a holistic approach to children's well-being.

 **"EMPATHY" CLINIC** – PRISHTINE, KOSOVO

VOLUNTEER INTERN – 04/2021 – 09/2021

- Conducted comprehensive assessments of clients' speech, language, and communication disorders.
- Collaborated with my supervisor to design personalized speech therapy plans that were tailored to each client's unique needs and goals.
- Provided speech therapy interventions to address articulation, fluency, voice modulation, and language comprehension and expression.
- Prepared specialized materials and resources tailored to enhance the effectiveness of speech therapy sessions.
- Offered guidance to clients' parents and caregivers on supporting speech and language development at home.

 **CHILD'S PARENTS** – PRISHTINË, KOSOVO

ASSISTANT TO A CHILD WITH AUTISM, KINDERGARTEN – 11/2020 – 07/2021

- Assisting the child in adapting to the kindergarten environment and facilitating their inclusion in social activities.
- Developing the child's language communication skills, focusing on verbal expression and comprehension.
- Nurturing the child's self-care and independent skills.
- Creating an inclusive and supportive atmosphere to aid the child's overall development and integration within the kindergarten community.

 **PSYCHOLOGICAL-LOGOPEDIC CENTER "DIJA"** – PRISHTINË, KOSOVO

VOLUNTEER INTERN – 09/2020 – 10/05/2021

During my voluntary internship at a logopedic-psychologic center, I operated as a speech therapist. My main activities :

- Undertook comprehensive client assessments, formulated personalized therapy plans, and executed speech and language interventions.
- Collaborated closely with psychologists to seamlessly integrate speech therapy techniques within psychotherapy frameworks.
- Actively participated in interdisciplinary teamwork, contributing insights and collaborating with professionals from various fields.

 **SH.F.M.U "ISMAIL QEMALI"** – PRISHTINË, KOSOVO

VOLUNTEER ASSISTANT OF A STUDENT WITH DEVELOPMENTAL DELAY – 13/10/2019 – 05/12/2019

- Engaged as a dedicated Classroom Assistant, providing support to a student with developmental delays within a specialized classroom setting.
- Assisted in the completion of school tasks and adeptly adjusted teaching methods to align with the student's individual learning pace.
- Fostered social interaction by encouraging participation with peers
- Orchestrated logopedic activities to augment the student's communication abilities.
- Sustained transparent communication with parents, keeping them informed about progress and strategies.
- Upheld the highest standards of confidentiality to establish a safe and empowering learning space for the student's overall advancement.

● EDUCATION AND TRAINING

01/10/2024 – CURRENT Prishtine

MASTER OF ARTS (MA) IN SCHOOL PSYCHOLOGY AND COUNSELING University of Prishtina "Hasan Prishtina"

Website <https://filozofiku.uni-pr.edu/page.aspx?id=1,63> | **Level in EQF** EQF level 7

10/2021 – 26/08/2024 Prishtine, Kosovo

BACHELOR OF ARTS (BA) IN PSYCHOLOGY University of Prishtina "Hasan Prishtina"

Website <https://uni-pr.edu/>

10/2018 – 10/11/2022 Prishtinë, Kosovo

BACHELOR OF SCIENCE (BSC) IN SPEECH THERAPY Heimerer College

Website <https://kolegji-heimerer.eu/>

● CONFERENCES AND SEMINARS

16/05/2025 – 17/05/2025 Prishtine

1ST Conference of Speech Language and Hearing

Role: President of the Conference.

As a president I led the organization and coordination of Kosovo's first international conference dedicated to speech therapy and audiology, featuring international experts and accredited by the Kosovo Chamber of nurses, midwives and other health professionals.

13/09/2024 – 13/09/2024 Prishtine

15th International Conference of Health Sciences

Theme: *Intersections of Health, Education, and Technology: Enhancing Well-Being and Development Across Communities*

Co-authored a poster presentation on the research titled "**The Influence of Kindergarten Attendance and Birth Order on Expressive Language Development in 6- and 7-Year-Old Children.**"

23/09/2024 – 23/09/2024 Prishtine

14th International Conference of Health Sciences

Transforming Health Sciences Through Innovation and Evidence-Based Research: New Frontiers in Health Sciences.

Link <https://isee-hsp.net/conference/join-the-14th-international-conference-of-health-sciences-now/>

17/09/2022 – 17/09/2022 Swiss Diamon Hotel, Prishtine, Kosova

The 13th International Symposium of Health Sciences on Innovation, Health and Technology: Multidisciplinary Approach

Write here the description...

25/11/2020 – 27/11/2020 Prishtinë

2020 WAO Balkan International Autism Conference

28/02/2020 Prishtinë

Management of behavioral problems of children with autism, in home conditions

18/10/2019 Prishtinë

Identification of learning difficulties in children and methods of intervention

14/05/2019 Prishtinë

Intensive Articulation Curriculum Workshop

02/05/2019 Qendra për hulumtime psiko-sociale dhe mjekësore

Evidence Based Future V

● **LANGUAGE SKILLS**

Mother tongue(s): **ALBANIAN**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C1	C1	C1	C1	C1
TURKISH	B1	A2	A2	A2	A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● **COMMUNICATION AND INTERPERSONAL SKILLS**

Communicative skills

Clearly and confidently expressing ideas and information in spoken form.
Articulating thoughts and information coherently through written correspondence.
Understanding and relating to others' perspectives and emotions.
Demonstrating the ability to attentively listen and comprehend others' messages.

Social and organizational skills

Proficient in fostering positive relationships and creating a cohesive team environment through effective communication and collaboration.
Skilled in adapting to diverse social dynamics and cultural contexts, facilitating interactions with colleagues, stakeholders, and clients.
Demonstrated ability to organize and prioritize tasks, effectively manage time, and meet deadlines in fast-paced environments.
Proven track record of organizing events, projects, and initiatives that require meticulous planning and attention to detail.