



## Europass Curriculum Vitae

### Personal information

First name / Surname **Albana Tole**  
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Nationality **Albanian**  
Date of birth **30.08.1982**  
Gender **Female**

### Work experience

Dates **October 2018– present**  
Occupation or position held **Responsible of the Specializations and study programs of the II and III Cycle , Faculty of Medicine**  
Main activities and responsibilities **Following the process of activation, opening and development of administrative practices of the study programs.**  
Name and address of employer **Catholic University "Our Lady of Good Counsel" Laprakë, Rruga Dritan Hoxha, Tirana 1000**  
Type of business or sector **Administrative function**

Dates	October 2016–present
Occupation or position held	Member of the Research Centre of the Economy of the Transition Countries
Main activities and responsibilities	Participation in the formative and research activities
Name and address of employer	<b>Catholic University “Our Lady of Good Counsel”</b> Laprakë, Rruga DritanHoxha, Tirana 1000
Type of business or sector	Education Standards and Quality Assessment
Dates	September 2014 – October 2018
Occupation or position held	Coordinator
Main activities and responsibilities	Coordinating processes of Activation and Accreditation of study programs in order to fulfil the quality requirements of the Ministry of Education and Sport
Name and address of employer	<b>Catholic University “Our Lady of Good Counsel”</b> Laprakë, Rruga DritanHoxha, Tirana 1000
Type of business or sector	Education Standards and Quality Assessment
Dates	July 2011 – August 2014
Occupation or position held	Assistant of the Secretary General
Main activities and responsibilities	Assist the Secretary General in the discharge of his duties. <ul style="list-style-type: none"> <li>• Manage the communication correspondence and practices between the university and other public and private institutions, internal and external.</li> <li>• Making periodical reports</li> <li>• Management of the bureaucratic practices</li> <li>• Activation of the new study programs , accreditation and reaccreditation</li> </ul>
Name and address of employer	<b>Catholic University “Our Lady of Good Counsel”</b> Laprakë, Rruga DritanHoxha, Tirana 1000
Type of business or sector	Assistant
Dates	March 2011 – September 2017
Occupation or position held	Professor
Main activities and responsibilities	Public International Law
Name and address of employer	<b>University of Tirana ,Faculty of Foreign Languages,</b> Rruga e Elbasanit, Tirana 1000
Type of business or sector	Teaching
Dates	December 2010 – February 2011
Occupation or position held	Assistant Professor
Main activities and responsibilities	History of the Creation of Europe
Name and address of employer	<b>Catholic University “Our Lady of Good Counsel”</b> Laprakë, Rruga DritanHoxha, Tirana 1000
Type of business or sector	Teaching

Dates	October 2008- December 2008
Occupation or position held	Internship: Personal Assistant of Albanian Consul
Main activities and responsibilities	<ul style="list-style-type: none"> <li>• Assisting general activities of the Consulate</li> <li>• Organization of events and meetings</li> </ul>
Name and address of employer	<b>Consulate of Albania</b> in Italy, Piazza Duomo, 17, 20121 Milano Italia
Type of business or sector	Diplomacy
Dates	October 2008 - December 2008
Occupation or position held	Internship: Assistant
Main activities and responsibilities	<ul style="list-style-type: none"> <li>• Monitoring of Integration Policy of Albania into the European Community</li> <li>• Planning</li> </ul>
Name and address of employer	<b>Ministry of Foreigners Affairs, Albania</b>
Type of business or sector	Diplomacy
Dates	April 2007 - July 2007
Occupation or position held	Collaborator in a consulting group
Main activities and responsibilities	<ul style="list-style-type: none"> <li>• Collaboration on everyday agenda</li> <li>• Relations with clients</li> <li>• Management of bureaucratic aspects of the work</li> </ul>
Name and address of employer	<b>Manni Corp.</b> , Piazza Diaz 3,20123, Milan,Italy
Type of business or sector	Financial Consulting
Dates	January 2003 – December 2006
Occupation or position held	Junior Analyst
Main activities and responsibilities	<ul style="list-style-type: none"> <li>• Interviews and marketing analysis</li> <li>• Creation and management of databases</li> </ul>
Name and address of employer	<b>GFK Eurisko</b> , Via Monte Rosa, 15, 20149, Milan, Italy
Type of business or sector	Marketing researches

## Education and Training

Dates	October 2013 – April 2017
Title of qualification awarded	<b>PhD in Public International Law</b>
Principal subjects/occupational skills covered	The study of the profound transformations taking place in the international community involves the rethinking of the same sovereignty concepts of the states, with reference to the birth of new 'actors', such as non-governmental organizations and individuals, and the role of international organizations, in particular the UN
Name and type of organisation Providing education and training	<b>University of Rome "Tor Vergata", Rome, Italy</b>
Dates	October 2009 - July 2010
Title of qualification awarded	<b>Master Post Lauream in Economy and International Policies (double qualification)</b>
Principal subjects/occupational skills Covered	Study of economic and political phenomena related to globalization and the functioning of public and international institutions. Multidisciplinary and managerial knowledge necessary to face sustainable development, economic-financial ethics and ways of cooperation.
Name and type of organisation Providing education and training	A joint initiative between Alta Scuola di Economia e Relazioni Internazionali (ASERI) - <b>Catholic University of the Sacred Heart of Milan, Italy</b> and the <b>University of Lugano (USI), Swiss</b>
Dates	October 2007 –April 2009
Title of qualification awarded	<b>Master of Science(MSC) in International Relations and European Integration</b>
Principal subjects/occupational skills covered	Theories of International Relations , History of International Relations Law (advanced) ,European Law. Research thesis on the independence of Kosovo.
Name and type of organisation providing education and training	<b>Catholic University of the Sacred Heart of Milan, Italy</b>
Dates	October 2002 – October 2007
Title of qualification awarded	<b>Bachelor of Political Sciences and International Relations</b>
Name and type of organization providing education and training	Political Science ,History International Law ,European Law. Final dissertation: " <i>The new Strategy in Consumers' Policy</i> ". <b>Catholic University of the Sacred Heart of Milan, Italy</b>
Dates	September 1997-July 2003
Title of qualification awarded	<b>High School degree</b>
Name and type of organization providing education and training	Study of classical letters (Latin and Greek) with a humanistic field, focused on the study of philosophical, historical and literary subjects
Name and type of organization providing education and training	<b>Liceo Classico Gabriele D'Annunzio, Pescara, Italy</b>

**Personal Skills and competences**

Mother Tongue Albanian  
 Other Languages

Self-assessment European Level(*)	Understanding		Speaking		Writing
	Listening	Reading	Spoken Interaction	Spoken Production	
<b>Italian</b>	C2 Proficient User	C2 Proficient User	C2 Proficient User	C2 Proficient User	C2 Proficient User
<b>English</b>	C1 Advanced	C1 Advanced	C1 Advanced	C1 Advanced	C1 Advanced
<b>French</b>	B2 Upper Intermediate	B2 Upper Intermediate	B1 Intermediate	B1 Intermediate	B2 Upper Intermediate

(\*) *Common European Framework of Reference for Languages*

Computer skills and competences Good command of Microsoft Office Programs, ECDL- European Computer Driving License

**Additional information**

Research area International Law:  
 PhD research proposal: *Kosovo The Creation of a New State and the State-Building Process*  
 PhD articles: State –Building and the EULEX Mission in Kosovo.  
 The role of recognition in the state training process. The Kosovo Case.

Publications A. Tole, *"The Role of Recognition in the Process of Formation, Democratization and Integration of State. The Case of Kosovo"*, Aleksander Moisiu University, Faculty of Political Science and Law, Fifth Scientific International Conference "State, Society and Law" Challenges of Democracy and Good Governance, 2017-April.

