

# **DRAGANA VUKOVIĆ VOJNOVIĆ,**

## **PHD PHILOLOGY**

University of Novi Sad, Faculty of Sciences

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### **SENIOR ENGLISH LECTURER**

*English for Specific Purposes / Academic English / Business English/  
English for International Certificates*

**TEACHING BACKGROUND:** Dedicated and hard-working professional with a proven record of accomplishment in preparing students for international exams in English as well as educating university students at bachelor and master level in professional and academic English. In addition to working with university students, gained valuable experience teaching teenage students at various private language schools as well as teaching senior executives in Business English. Expertise in creating tailor-made courses to incorporate students' interests and needs related to their studies and future profession. Solid leadership skills and the ability to work successfully in teams and on one's own initiative. Successful in developing lessons based on integrated skills, cooperative learning projects and class discussions to encourage critical thinking and develop all four skills in English as a foreign/ second language. Dedicated to personal and professional development, involved in applied linguistics research with papers published in international journals and presented on international language and linguistic conferences. Attended professional development courses with the aim of improving educational and communication skills and applying the knowledge and skills in professional and personal situations.

**TRANSLATION AND INTERPRETATION:** Experienced translator with published authorised translations, also translated a variety of documents related to the process of harmonization to the European Union as well as for the international accreditation process for the University. Vast experience in simultaneous interpreting starting from the work for the International Federation of the Red Cross and Red Crescent Societies, Care Australia, numerous international conferences, and meetings at the University.

#### **TEACHING**

- English for Tourism and Hospitality
- English for Business
- Academic English
- English for International Certificates
- English for Science

#### **RESEARCH**

- Multimodal Discourse Analysis
- Contrastive Linguistics
- Discourse Analysis
- Academic Writing
- Academic Skills

## **DRAGANA VUKOVIĆ VOJNOVIĆ,**

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- Teenagers; Adults; Professionals
- Mixed ability groups
- Tailor made classes
- Pragmatics and Interculturalism
- English as a Global Language

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### **EDUCATION & CREDENTIALS**

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**2021: PhD Philology**, University of Belgrade, Faculty of Philology, Department of English Language and Literature

**2002: Master of Arts Degree, Philology** • University of Belgrade, Faculty of Philology, Department of English Language and Literature (a two-year study programme)

**1993: Bachelor of Arts Degree, English Language and Literature** • University of Novi Sad, Faculty of Philosophy (a four-year study programme)

### **OTHER QUALIFICATIONS**

**2018: Completed a Course in Statistics (SPSS)**

**2017: Assertive Communication Training**

**2015: Certified NLP Practitioner**

**2008: TA 101 Certificate**, a certificate in basic course of Transactional Analysis (Applied Psychology) at Psihopolis Institut, Novi Sad, Serbia

**2001 - 2003: Certified Mentor for Student Teachers**, completed Mentoring Course and qualified as a mentor for ELT student teachers observation and supervision, University of Novi Sad, Faculty of Philosophy, Department of English Language and Literature.

**Worked as a mentor for trainee teachers at several private language schools.**

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### **PROFESSIONAL EXPERIENCE**

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#### **Senior English Lecturer**

**2003 - present:** University of Novi Sad, Faculty of Sciences, Department of Geography, Tourism and Hotel Management.

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## **DRAGANA VUKOVIĆ VOJNOVIĆ**

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Developed curriculum, course syllabus and activities for the courses in English for Specific Purposes: Tourism and Hospitality, Business English and Academic English. Successfully teaching these courses keeping in mind diverse groups and learning styles of students. Using different teaching strategies and methods, encouraging interaction and collaboration in the classroom.

### **English Lecturer**

**1995 - 2003:** University of Novi Sad, Faculty of Sciences, Department of Geography, Tourism and Hotel Management

Successfully developing materials for teaching English for Tourism and Hospitality, as well as to other study groups at the Faculty of Sciences (English for Chemistry students, English for students of Mathematics and Information Science)

### **Regional Coordinator for Vojvodina**

**1994 - 1995:** Care International - Care Australia, based in Belgrade and Novi Sad.

International humanitarian organization responsible for the monitoring of the distribution of humanitarian aid to refugee camps and collective centres in Serbia at the time. Responsible for coordinating distribution and monitoring activities in the region of Vojvodina, writing weekly reports to the head office and attending coordination meetings in Belgrade.

### **Field Assistant and Interpreter**

**1993 - 1994:** The International Federation of Red Cross and Red Crescent Societies, based in Belgrade and Novi Sad.

Assisting the international delegates in their activities of monitoring humanitarian aid distribution as well as living conditions in refugee camps and collective centres in Vojvodina.

### **English Teacher**

**1993:** Grammar School for Modern and Classical Languages in Sremski Karlovci.

**ADDITIONAL PROFESSIONAL ACTIVITY**

**Managing Coordinator of the Centre for Languages for Specific Purposes**

**2007 - 2012:** Department of Geography, Tourism and Hotel Management, Faculty of Sciences. The centre was also accredited by the London Chamber of Commerce (LCCI International Qualifications).

Successfully trained students for passing exams and obtaining international certificates in *English for Tourism* and *English for Business*.

**2000-2010:** English Teacher and ESOL exams coordinator in private language schools in Novi Sad, Serbia (Britannica and New Visions School)

**Translator and Interpreter**

**2007 – present: Simultaneous Interpreting** for the Programme of International Post-graduate MBA Studies at the Faculty of Technical Sciences, University of Novi Sad.

**1993 – present: Freelance translation and proof-reading** of scientific and professional papers on the subjects of tourism, management, geoscience and psychology.

**Published book translations:**

**2015:** Petković, Gordana. Arhitekta Vladimir Nikolić (1857 – 1922) – katalog izložbe. (*Translated into English: Vladimir Nikolić, Architect (1857 – 1922) – exhibition catalogue, by Dragana Vuković Vojnović*) Novi Sad, ISBN 978-86-7637-088-7

**2015:** Petković, Gordana. Irinej Ćirić, episkop bački (1884 – 1955) – katalog izložbe. (*Translated into English: Bishop of Bačka, Irinej Ćirić (1884 – 1955) – exhibition catalogue, by Dragana Vuković Vojnović*) Novi Sad, ISBN 978-86-7637-092-4

**2013:** Petković, Gordana. *Kraljevski namesnici (1934-1941) – katalog izložbe. (Translated into English: Royal Regents (1934-1941) – exhibition catalogue, by Dragana Vuković Vojnović.* Novi Sad, ISBN: 978-86-7637-071-9

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**2011:** Jacqueline Wilson. *Double Act. (Translated into Serbian: Nas dve! , by Dragana Vuković Vojnović)*. Ružno pače: Mono & Manjana. ISBN: 978-86-7608-087-8

**2010:** Petković, Gordana. *Stevan Ćirić, ministar prosvete i predsednik Narodne skupštine Kraljevine Jugoslavije – katalog izložbe (Translated into English: Stevan Ćirić, the Minister of Education and the President of the National Assembly of the Kingdom of Yugoslavia - exhibition catalogue, by Dragana Vuković Vojnović)*. Muzej grada Novog Sada, ISBN: 978-86-7637-050-4

**2007:** Mary McClure Goulding and Robert I. Goulding. *Changing Lives through Redicision Therapy. (Translated into Serbian: Promeniti život – terapija novom odlukom, by Dragana Vuković Vojnović)*. Psihopolis Institut. Novi Sad. ISBN: 978-86-86653-02-4

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### PUBLISHED BOOKS

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**Vuković Vojnović, D.** (2010). *English for Specific Purposes: Tourism and Hospitality. (A university textbook for the students of tourism and hospitality.)* Novi Sad: University of Novi Sad, Faculty of Sciences. ISBN-978-86-7031-218-0

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### RESEARCH PAPERS AND CONFERENCES

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1. **Vuković Vojnović, D.** (2020). **Enhancing ESP Vocabulary Practice with Online Corpus Analysis Tools.** *Contemporary Research in Foreign Language Teaching and Learning.* (eds. Dana di Pardo Leon Henri, Bhawana Jain) Cambridge Scholars 163-183
2. **Vuković Vojnović, D.** (2020). **Multimodal Discourse Analysis of Tourism Websites – The Promotion of Cultural Values through the Language of Tourism.** *Belgrade English Language and Literature Studies: BELLS90: proceedings. Vol. 1 / International Conference to Mark the 90th Anniversary of the English Department, Faculty of Philology, University of Belgrade; [editor-in-chief Biljana Čubrović]. - Belgrade: Faculty of Philology, 2020 (Užice: Grafičar). 449 - 470 str.*
3. **Vuković Vojnović, D.** (2020). **Using custom-made corpora for the innovative approach in an LSP university classroom.** *Book of Abstracts: Languages for Specific Purposes: Opportunities and Challenges of Teaching and Research, 2nd International Conference of the Slovene Association of LSP Teachers, Rimske Terme, Slovenia, Online 15-16 October 2020*
4. **Vuković Vojnović, D.,** Radojičić and Lj. Knežević. (2019). **Intercultural communicative competence and language education at university level.** *Book of Abstracts: FERA Conference on Education.* University of Eastern Finland, Joensuu 21. – 22. 11. 2019

5. **Vuković Vojnović, D.** i J. Jerković (2018). **The Writing Skill Needs Analysis in a Professional Context: a Case Study of Hotel Employees.** *The Tenth International Language Conference on The Importance of Learning Professional Foreign Languages for Communication Between Cultures – Proceedings.* Faculty of Logistics, Celje, Slovenia 397-406
6. Knežević, LJ. and **D. Vuković Vojnović** (2018). **Differences in the use of L2 learning strategies among students of mathematics, computer science and tourism.** *Conference Proceedings: Fourth Conference of Languages for Specific Purposes: LSP and Professional Identity.* University of Belgrade, Faculty of Education
7. Radojčić, S., **Vuković Vojnović, D.** and Jerković, J. (2017). **The Role of the Academic Word List in ESP Courses at Tertiary Level.** *Book of Abstracts.* Conference presentation at : 4<sup>th</sup> International Conference – Languages for Specific Purposes and Professional Identity. University of Belgrade, Teacher Education Faculty.
8. Knežević, Lj. and **Vuković Vojnović, D.** (2017). **Does the Academic Field Affect the Use of L2 Learning Strategies ?** *Book of Abstracts.* Conference presentation at : 4<sup>th</sup> International Conference – Languages for Specific Purposes and Professional Identity. University of Belgrade, Teacher Education Faculty.
9. Jerković, J., **Vuković Vojnović, D.** and Bulatović, V. (2017). **ESP Students’ Perceptions of their Needs at Tertiary Level.** *Book of Abstracts.* Conference presentation at : *First International Conference of the Slovene Association of LSP Teachers.* (Rimske Terme, 18-20 May).
10. **Vuković Vojnović, D.** (2016). **Poetic and Narrative Elements in the Language of Tourism.** Conference presentation at: *37e colloque international du GERAS. Book of Abstracts.* Paris: Université Paris 8 Vincennes–Saint-Denis.
11. **Vuković Vojnović, D.** and Jerković, J. (2015). **Epistemic Modality Markers in English Research Articles: A Tourism Discipline Study.** *Proceedings of the Eighth International Language Conference on the Importance of Learning Professional Foreign Languages for Communication Between Cultures.* Zagreb: Faculty of Humanities and Social Sciences, University of Zagreb: 246 – 252.
12. Mirović, I. and **Vuković Vojnović, D.** (2014). **The Use of Hedging Devices in English and Serbian Research Articles.** *Third International Conferences on Languages for Specific Purposes: Past, Present, Future. Book of Proceedings.* Belgrade: Faculty of Organisational Sciences, University of Belgrade: 355-363.
13. Jerković, J. and **Vuković Vojnović, D.** (2014). **The Importance of Writing Skills in English at Tertiary Level.** *Proceedings of the Seventh International Language Conference on the Importance of Learning Professional Foreign Languages for Communication Between Cultures.* Maribor: University of Maribor, Faculty of Economics and Business: 104-112.
14. **Vuković Vojnović, D.** (2013). **Značaj izučavanja kolokacija u engleskom jeziku turizma.** *Aktuelne teme engleskog jezika struke u Srbiji – tematski zbornik radova* (editors: Nadežda Silaški and Tatjana Đurović). Centar za izdavačku delatnost Ekonomskog fakulteta u Beogradu: 61-73.

15. Vuković Vojnović, D., Nićin, M. (2013). **Multicultural Contexts in ESP Classroom – a Case Study of the Faculty of Sciences, University of Novi Sad.** *The Importance of Learning Professional Foreign Languages for Communication Between Cultures – Proceedings* (editors: Polona Vičić, Vesna Mia Ipavec and Alenka Plos). Faculty of Logistics, Celje-Krško: 316-322.
16. Jerković, J., Vuković Vojnović, D. (2012). **Problemi kod pisanja studentskih apstrakata na engleskom jeziku na nematičnim fakultetima.** *Metodički vidici 3/12*, Filozofski fakultet u Novom Sadu: 277-290.
17. Vuković Vojnović, D., Nićin, M. (2012). **English as a Global Language in the Tourism Industry: A Case Study.** *English of Tourism* (eds. Georgeta Rata, Ioan Petroman and Cornelia Petroman). Cambridge Scholars Publishing: 3-18.
18. Vuković Vojnović, D., Jerković, J. (2012). **Common Error Analysis of Abstracts and its Implications for Teaching Academic Writing.** *Structure, Use and Meaning. Linguistic Studies* (eds: Elena Buja and Stanca Mada). Cluj-Napoca, Casa Cartii de Stiinta, Romania: 259-269.
19. Vuković Vojnović, D., Nićin, M. (2011). **'Would you Care for a Drink?' – Polite Questions and Requests in the Cross-cultural Context of Tourism Industry.** *The First International Conference on English Studies - Proceedings*, English Language and Anglophone Literatures Today (ELALT 1). University of Novi Sad. ISBN 978-86-6065-102: 355-362.
20. Jerković, J., Vuković Vojnović, D. (2011). **Writing Abstracts in ESP – Criteria and Elements.** *Languages for Specific Purposes: Challenges and Perspectives. Foreign Language and Literature Association of Serbia.* Belgrade: 281-290.
21. Vuković Vojnović, D. (2011). **'Low Budget' and 'High Season' – Delve into the 'Vast Ocean' of Collocations Related to the Language of Tourism.** *'Applied Linguistics Today: between Theory and Practice'. Proceedings.* Applied Linguistics Association of Serbia. Faculty of Philosophy in Novi Sad, Faculty of Philology in Belgrade: 397-406.
22. Vuković Vojnović, D., Radojičić, S. (2009). **Usvajanje vokabulara u nastavi engleskog kao jezika struke.** *'Languages for Specific Purposes: Theory and Practice'.* University of Belgrade: 416-424.
23. Knežević, Lj., Vuković Vojnović, D. (2009). **Sadržaj i komponente kursa za studente prirodnih nauka.** *'Languages for Specific Purposes: Theory and Practice'.* University of Belgrade: 550-555.
24. Radojičić, S., Vuković Vojnović, D. (2009). **Infinitiv u engleskom jeziku struke.** *'Languages for Specific Purposes: Theory and Practice'.* University of Belgrade: 139-150.
25. Vuković Vojnović, D., Knežević, Lj. (2007). **Ispitivanje motivacije u nastavi engleskog kao jezika struke.** *'Primenjena lingvistika 8'.* Applied Linguistics Association of Serbia, Novi Sad and Belgrade: 337-344.
26. Vuković Vojnović, D. (2003). **Klasifikacija sadašnjeg perfekta i sadašnjeg perfekatskog progresiva i njima odgovarajući oblici u srpskom jeziku.** *'Primenjena lingvistika 4'.* Jugoslovensko društvo za primenjenu lingvistiku Novi Sad: 72-81.

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27. **Vuković Vojnović, D.**, Mrkšić, Lj. (2000). Analiza potreba kao značajan izvor podataka u nastavi stranog stručnog jezika. *'Primenjena lingvistika 1'*. Novi Sad: 70-74.
28. **Vuković Vojnović, D.** (1998). Neki problemi prevođenja naučnih i stručnih tekstova sa posebnim osvrtom na geografsku terminologiju. *Zbornik radova Instituta za geografiju* 28, Prirodno-matematički fakultet u Novom Sadu: 136-142.

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### **PROFESSIONAL MEMBERSHIP**

- Serbian Association of Applied Linguistics (Member of AILA)
- Society for Foreign Languages and Literatures, Serbia

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### **LANGUAGES**

- Serbian - mother tongue
- Bosnian, Croatian – fluent and proficient user
- Fluent and Proficient User of English - written and spoken
- Very Good Command of French - written and spoken
- Basic German and Slovenian

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