

Milica Paunović

Information Technology Engineer

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EDUCATION:

Faculty Of Technical Sciences Čačak 2026 - present

Master's studies in IT

Faculty Of Technical Sciences Čačak 2016 - 2021

Bachelor of Information Technology

Faculty Of Political Science Belgrade 2012 - 2016

Bachelor of Political Sciences

SKILLS:

- WordPress, WooCommerce, Elementor
- HTML, CSS, PHP
- Figma
- SEO Basics, AI Tools
- SQL (Oracle Academy certificate)
- Hosting and migrations
- Basic website security
- MS Office (Word, Excel, Power Point)
- Driving licence: category B

LANGUAGE:

- English B2 (Oxford Academy certificate)

PROFILE:

Information technology engineer, currently enrolled in master's studies in IT. Since 2021 I have been building and maintaining WordPress websites and WooCommerce online stores for clients in Serbia and abroad, from gathering requirements to training clients to manage their own site. I use AI tools in my work and I am learning SEO. Looking for a job or internship as a web developer, IT support specialist or IT technician, in the Čačak region or remotely.

EXPERIENCE:

WP MAJESTIC LLC

2023 - PRESENT

Freelance

- Work on the company's WordPress projects as an external contractor, as needed
- Built the company website wpmajestic.com

FREELANCE

2022 - PRESENT

WordPress website development and maintenance

- Built and fixed websites and online stores for clients in healthcare, consulting and software
- Manage the whole process: requirements gathering, design in Figma, development, launch and client training

UPWORK

2021 - 2022

WordPress support

- 3 clients, all jobs rated 5 stars
- Resolved plugin conflicts, database errors and theme issues
- Removed malware from infected websites and restored them to working order
- Redesigned existing websites and implemented visual and functional changes