



Europass Curriculum Vitae



Personal information

Surname / First name **Žigon Matjaž, M.Sc.**
Address Križ 87, SI – 6210 Sežana, Slovenia
Telephone +386.1.7509490 Mobile +386.41.395377
Fax +386.1.7543658
E-mail matjaz@mz-consulting.org, matjaz.zigon@ef.uni-lj.si
Nationality Slovenian
Date of birth May 24th 1977
Gender Male
Status Married with one daughter

Work experience

Dates February 2010 to present
Occupation or position held **Independent Consultant**
Name and address of employer Poslovne storitve, Matjaž Žigon s.p. – MŽ Consulting & Fairs
Grčarevec 8, 1370 Logatec, Slovenija,
tel.: +386 1 750 94 90, fax +386 1 745 36 58, E-mail: info@mz-consulting.org, www.mz-consulting.org
Main activities and responsibilities International business consulting for different firms and Organisations
Delegate of Veronafiere S.p.A. for Alpe-Adria Region (Austria, Slovenia, Croatia, Bosnia and Herzegovina, Serbia, Montenegro, Macedonia, Kosovo and Albania) www.veronafiere.it
Delegate of Fiera Milano S.p.A. for Alpe-Adria Region (Austria, Slovenia, Croatia, Bosnia and Herzegovina, Serbia, Montenegro, Macedonia, Kosovo and Albania) www.fieramilano.it
Project collaborator of IEG (Italian Exhibition Group: Rimini Fair www.riminifiera.it & Vicenza Fair www.vicenzafiera.it) for Alpe-Adria Region
Responsible for WBF project by FCA Group (Fiat Chrysler Automobiles) for Slovenia www.wbf.si and Croatia www.wbf.hr

Dates October 2007 to present
Occupation or position held **Associate Teaching Assistant at the University of Ljubljana, Faculty of Economics**
www.ef.uni-lj.si
Main activities and responsibilities Associate Teaching Assistant, Research Team Collaborator and Thesis Adviser
Working with students enrolled in a Business Communication Course (undergraduate study) and Organisation and Management Course (post graduate study); Research on modern management and organizational concepts – Knowledge and working networks
Name and address of employer University of Ljubljana – Faculty of Economics – EQUIS & AACSB International Accredited
Kardeljeva ploščad 17, SI – 1000 Ljubljana; www.ef.uni-lj.si

Type of business or sector	Research
Dates	January 2011 to present
Occupation or position held	Secretary of the Embassy
Main activities and responsibilities	Diplomatic activities
Name and address of employer	Embassy of the Sovereign Military Order of Malta to the Republic of Slovenia Ciril Metodov trg 8, SI – 1000 Ljubljana; www.smomembassytoslovenia.org
Type of business or sector	Diplomacy
Dates	February 2015 to present
Occupation or position held	President of the Supervision board of the Community Health Centre of Logatec
Main activities and responsibilities	Supervision of the Health Centre of Logatec
Name and address of employer	Zdravstveni dom Logatec, Notranjska cesta 2, SI – 1370 Logatec; www.zd-logatec.si
Type of business or sector	Public Health Centre
Dates	February 2010 to October 2014
Occupation or position held	President of Supervision board of the Municipality of Logatec
Main activities and responsibilities	Supervision and revision of public resources of the Municipality of Logatec
Name and address of employer	Občina Logatec, Tržaška 50 a, SI - 1370 Logatec; www.logatec.si
Type of business or sector	Local administration
Dates	October 2010 to October 2012
Occupation or position held	Associate Teaching Assistant
Main activities and responsibilities	Working with students enrolled in a Work Systemization and Validation Course (undergraduate study)
Name and address of employer	University of Maribor, Faculty of Organizational Sciences Kidričeva cesta 55a, SI – 4000 Kranj; www.fov.uni-mb.si
Type of business or sector	Research
Dates	October 2001 to January 2010 - full time professional job Civil military service served in year 2002
Occupation or position held	Trade Analyst at Italian Trade Commission in Ljubljana - Slovenia
Main activities and responsibilities	Assistant to the Head of mission, Preparation of working papers - economic and political Responsible for PR for the Italian Trade Commission in Ljubljana, Organization of events, conferences Assisting Italian companies in Slovenia Organization of Italian political visits to Slovenia, Coordination and elaboration of Research Market Studies for Italian firms, etc.
Name and address of employer	Italian Trade Commission – ICE – Trade Promotion Section of Italian Embassy in Slovenia Cankarjeva 10, SI – 1000 Ljubljana, Slovenia Tel. +386.1.4224370; Fax: +386.1 422 43 75 E-mail: lubiana@ice.it Web: http://www.ice.gov.it/paesieuropa/slovenia/index.htm , www.italtrade.com/slovenija , www.amblubiana.esteri.it
Type of business or sector	Government

Education and training

Dates	October 2010 to present
Title of qualification awarded	PhD student (Thesis advisor: prof. dr. Nada Zupan)
Principal subjects	Academic unit for Management and Organisation
Name and type of organization providing education and training	University of Ljubljana – Faculty of Economics – EQUIS & AACSB International Accredited Kardeljeva ploščad 17, SI – 1000 Ljubljana; www.ef.uni-lj.si
Level in national or international classification	Postgraduate study – Level 8 II in Slovenian National Framework of Classifications
Dates	October 2004 to September 2007
Title of qualification awarded	Master in Science – M.Sc.
Principal subjects	International Economics – Foreign Direct Investments
Name and type of organization providing education and training	University of Ljubljana – Faculty of Economics – EQUIS & AACSB International Accredited Kardeljeva ploščad 17, SI – 1000 Ljubljana; www.ef.uni-lj.si
Level in national or international classification	Postgraduate study – Level 8 I in Slovenian National Framework of Classifications
Dates	October 1997 to October 2002
Title of qualification awarded	B.A.
Principal subjects	Finance, Accounting and Auditing
Name and type of organization providing education and training	University of Ljubljana – Faculty of Economics – EQUIS & AACSB International Accredited Kardeljeva ploščad 17, SI – 1000 Ljubljana; www.ef.uni-lj.si
Level in national or international classification	University study – Level 7 in Slovenian National Framework of Classifications
Date	2000
Principal subjects	Student exchange program Consorzio Parmigiano Reggiano, Reggio Emilia, Italy Granarolo S.p.A., Bologna, Italy Nomisma S.p.A., Bologna, Italy
Date	1997
Principal subjects/occupational skills covered	Student exchange program Sabre Foundation scholarship at Harvard University, Boston, USA and at MIT (Mass. Inst. of Tech.), Boston, USA

Personal skills and competences

Mother tongue **Slovenian**

Other languages

Self-assessment

European level ()*

English

Italian

German

Croatian, Serbian

Spanish

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C1	Proficient user	C1	Proficient user	C1	Proficient user
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
B2	Independent user	B2	Independent user	B1	Independent user	B1	Independent user	B1	Independent user
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	B2	Independent user
A1	Basic user	A1	Basic user	A1	Basic user	A1	Basic user	A1	Basic user

Social skills and competences	Team work. I have been involved in various types of team tasks and also worked as a team leader. Member of the Slovenian Eco-social Forum Member of the Sabre Foundation www.sabre.org – American book donation program for students in developing countries – working on book donations in Croatia.
Organisational skills and competences	While working as a Trade Analyst at the Italian Trade Commission, I organized and supervised several workshops for Italian companies doing business or making investments in Slovenia.
Technical skills and competences	University of Perugia - Italy, Certificate of active knowledge of Italian commercial language, October 2000 - Copy available upon request University of Ljubljana, Faculty of Arts, Certificate of active knowledge of English language, February 2005 - Copy available upon request University of Ljubljana, Faculty of Arts, Certificate of active knowledge of German language, January 2006 - Copy available upon request
Computer skills and competences	Good command of computer tools: MS Windows, MS Office (Word, Excel, Power Point, Access, Outlook, Front Page)
Artistic skills and competences	2005 - 2006 - Member of the Slovenian National Radio choir 2002 - 2005 - Member of the additional choir, Ljubljana State Opera 2001 - 2006 - Member of the APZ Tone Tomšič choir www.apz-tt.si participating in international tours and competitions (UK, Germany, Italy, South Korea, Thailand, Malasia, Austria, Croatia, France, USA) 2000 - International tour (Norway and Sweden) with the European Youth Choir (member representing Slovenia) Diploma in singing 2005 (awarded by Vrhnika Music School)
Other skills and competences	Set up a fly-fishing equipment shop at age 16 at my parents' Country Inn, and ran it for 6 years. Occasionally helped my parents with administrative work at the Inn.
Driving licence	I hold a Slovenian (EU) driver's licence, Category B vehicle.
Annexes	Letters of reference and copies of documents available upon request