

PERSONAL INFORMATION

Mitat Dautaj

 "R. Çollaku" Street, Tirana, Albania.

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Sex Male | **Date of birth** 16/01/ 1962 | **Nationality** Albanian

WORK EXPERIENCE

2004- present**Lawyer and Lecturer**

Lawyer and Lecturer in Civil and Commercial Law ;

Head of the Legal Office , Catholic University "Our Lady of Good Counsel".

Member of the working group for preparation of the documentation and performing legal practices for the establishment of the Catholic University; preparing programs together with Italian colleagues; the pursuit of legal issues.

1996-present**Lawyer, free professional, registered at the Tirana Chamber of Advocates.**

Legal Service as a Lawyer for many non-profit organisations; alternating the practice of other countries with the Albanian reality; member of many boards and administrative councils of non-profit and business organizations.

1990-1996**Lawyer , Tirana Chamber of Advocates.**

Legal service through consultations, participation in the trial for civil, commercial litigations and consultant for the practices of trading companies.

1986-1990**Lawyer at Tirana State Administration**

Participation in working groups for implementation of legislation, participation in governing councils, as well as in groups for drafting sub-legal acts at ministerial level, participation in civil, administrative and employment litigations.

DIDACTIC EXPERIENCE

March 2005- present **Lecturer in *Commercial Law***, in Economics, Business Administration and Political Science and International Relations, Catholic University "Our Lady of Good Counsel" , Tirana.

October 2004 - present **Lecturer in *Civil Law***, in Economics, Business Administration and Political Science and International Relations, Catholic University "Our Lady of Good Counsel" , Tirana.

November 2000 - January 2001 **Lecturer in *Commercial Law*** in the shortened course organized by the Tirana Chamber of Commerce, Albania.

PROFESSIONAL EXPERIENCE

- Professional experience at the State Administration 1986-1990;
- 28 years of legal service experience (1.11.1990 to date); 15 years of university teaching experience, experience in writing legislative acts, valid experience as a freelancer with various institutions and bodies in the interpretation and implementation of laws and regulatory acts;
- November 1990 – present:
legal service with nonprofit organizations for human rights, such as: Rromani Baxt; Marcy - U.S.A. Aid and Development; Shansi i Rromëve; Bethany Cristian Services Albania; Father Mhill Troshani Center ; Bethany Social Services Albania; Don Bosco Association; Murialdo Association; A human community; International Management Group; Our Lady of Good Counsel;
- Legal, civil, administrative and commercial representation at the Court of Appeal, the Supreme Court and the Constitutional Court. Member of administrative councils of non-profit organizations, giving legal advice.

EDUCATION AND TRAINING

2005 – 2007 **Master of Science at the Faculty of Law, University of Tirana with a Business Degree on the topic "*Administration of Equity Companies*".**

July 1999 Criminal Law Training Course, organized by the US Department of Justice, Warsaw, Poland.

- January –March 1999** Advanced course on legislative drafting process, organized by ORT / USAID, Tirana.

- April 1993** Course in Commercial Law, University of Padua, Italy.

- 1981-1985** 4- year Degree in Law. Title “Lawyer”,
Faculty of Political Sciences, Department of Law, Tirana, July 1985.

- 1976 – 1980** "Qemal Stafa" High School ,Tirana. Graduated in July 1980.

PERSONAL SKILLS

Mother tongue(s) **Albanian**

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Italian	Excellent	Excellent	Excellent	Excellent	Excellent
Replace with name of language certificate. Enter level if known.					
English	Very good	Very good	Good	Good	Good
Replace with name of language certificate. Enter level if known.					

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user
Common European Framework of Reference for Languages

Communication skills ▪ Very good abilities to work in a team.

Organisational / managerial skills High sense of responsibility, correctness and commitment to work. Self-seeking and organizational skills.

Job-related skills Commercial law, civil law, administrative law, labour law.

Digital skills Very good command of Word, Power Point, Excel.

Other skills Sports (table tennis, basketball, tennis)

Driving licence B

ADDITIONAL INFORMATION

Publications

- 2013** “Administrative Body “ - Revista Avokatia (Lawyer Magazine) , No. 7, ISSN 2304-6392;
- 2014** “Relationship administrator assembly”, Revista Avokatia, No. 24, ISSN 2304-6392;
- 2016** “The activity, meaning and types of commercial enterprise”, Revista Avokatia, No. 17.
- 2017** “Administrators' civil liability”, Balkan Journal of Interdisciplinary Research, Vol. 3 No. 2, ISSN 2410-759X, September, 2017;
- 2018** “Unfair trading practices”, Revista Avokatia Nr. 28 ISSN 2304-6392.

Presentations

- 17 March 2017** “The management of commercial enterprises” (Juridical Aspects), International Conference “Current Developments and New Perspectives in Applied Sciences and Economy”;
- 24 June 2017** “The activity, understanding and types of commercial entrepreneurship”, Second International Conference ICES II Bialystok.

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