



Europass Curriculum Vitae

Personal information

Surname/Name **Uroš Podobnik**

Nationality Slovenian

Work experience

Period **as of November 2020 onwards**

Occupation or position held Chief operating officer, management board member

Main activities and responsibilities Management board member in charge of human resources management, legal affairs and corporate governance, procurement, corporate safety, risk management, internal audit, compliance of operations, main office and archives, vertical integration and corporate management of companies in the group.

Name and address of employer HSE d.o.o., Koprška ulica 92, Ljubljana

Type of business or sector Generation and sale of electricity

Period **as of June 2019 onwards**

Function Member of the company's supervisory board

Main activities and responsibilities Supervising the company's operations and work of the management board

Name and address of employer Metropolitana, družba za storitve, d.o.o., Mačkova ulica 6, Ljubljana

Type of business or sector Real estate management, forestry

Period **from 2015 to October 2020**

Occupation or position held Executive director of the general affairs sector, assistant to the management board (from May 2020), head of corporate management in the HSE Group

Main activities and responsibilities Managing and coordinating corporate management service, legal office, human resources office, main office and archives, procurement service, negotiations with social partners, managing arbitration procedure

Performing supervisory function as representative of the employer in supervisory bodies.

Name and address of employer HSE d.o.o., Koprška ulica 92, Ljubljana

Type of business or sector Generation and sale of electricity

Period **from July 2011 to August 2015**

Occupation or position held Advisor to the management board, director of legal and general sector, head of compliance of operations with regulations

Main activities and responsibilities Managing legal, human resources and general operations of the company, supervising subsidiaries

Name and address of employer Triglav Skladi, d.o.o., Slovenska cesta 54, 1000 Ljubljana

Type of business or sector Managing mutual funds and individual management of investors' assets

Period **from May 2009 to June 2011**

Occupation or position held Candidate attorney, Attorney
 Main activities and responsibilities Representing clients and counselling clients, specifically in the following fields: corporate law, competition law, insolvency law, telecommunication law, financial law, other corporate law.
 Name and address of employer Miro Senica in odvetniki, d.o.o., Barjanska cesta 3, Ljubljana
 Type of business or sector Attorneys

Period **from January 2009 to April 2009**

Occupation or position held Project manager
 Main activities and responsibilities Participating in projects and managing projects in the fields of corporate law, corporate management, managing takeover procedures, participating in corporate finance and investment banking projects, other financial law.
 Name and address of employer Poteza podjetniške finance, d.o.o., Železna cesta 18, Ljubljana
 Type of business or sector Financial sector

Period **from December 2004 to December 2008**

Occupation or position held Legal Officer
 Main activities and responsibilities Participating in projects and managing projects in the fields of corporate law, corporate management, managing takeover procedures, participating in corporate finance and investment banking projects, other financial law.
 Name and address of employer Poteza podjetniške finance, d.o.o., Železna cesta 18, Ljubljana
 Type of business or sector Stock brokerage, other financial sector

Education and training

Period from October 1999 to November 2004.
 Education in/or National Qualification System University graduate in law
 Main courses / acquired knowledge and competences Legal education under university programme, "cum laude" diploma
 Title and status of the institution granting the diploma or certificate University of Ljubljana, Faculty of Law
 Level of Education According to National or International Classification Bachelor's Degree

Period from September 1995 to June 1999
 Education in/or National Qualification System Secondary school graduate with honours
 Title and status of the institution granting the diploma or certificate Diocesan Classical Gymnasium, Ljubljana
 Level of Education According to National or International Classification Level V

Personal skills and competences

Mother Tongue(s) **English**

Other Language(s)

Self-assessment
 European level (*)

English

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	proficient user	C2	proficient user	C2	proficient user	C2	proficient user	C2	proficient user

German	A2	Basic User	A2	Basic User	A2	Basic User	A2	Basic User	A2	Basic User
Croatian	B2	independent User	B2	independent user	B1	independent user	B1	independent user	B2	independent user

(*) [Common European Framework of Reference for Languages](#)

Social skills and competences	Communication and managerial skills as a result of years of work with clients and professional training, ability to motivate co-workers, target orientation.
Organisational skills and competences	Managing complex projects from legal and business fields, ability to take decisions, negotiating skills, distributing tasks in a broader team, teamwork, matrix organisation of work.
Computer skills and competences	Knowledge of the Microsoft Office tools, applications for remote work and meetings, e-commerce processes, e-archiving, support for implementation of various IT solutions.
Other skills and competences	Entered in the Directory of Attorneys (2010/2011) National bar examination (2008) Professional examination on general administrative procedure (2008) National public administration examination (2007) Professional examination for a stockbroker (2006) Participating in numerous seminars, workshops and conferences on corporate management, corporate and financial law, compliance of operations with regulations and other.
Driving licence	B category
Appendices	/