

Manousaridou Eythymia(Fenia)

Junior HR Professional | ReGeneration Finalist | Project Manager at IESL_I.T.E Forth

«During the Youth Crete initiative, Eythymia leads the team of 50 volunteers, demonstrating exceptional leadership skills on a daily basis and injecting new life into the program with her innovative approaches to organization and coordination» -Theodora Koutentaki

Professional Competencies :

HR related Skills: Recruiting | Payroll | HR Metrics, Reporting & Analytics | Coordination of Employee Trainings (L&D) & Performance Evaluations | HR Digital Transformation

Hard skills: Programming languages C | MATLAB | ECDL | Canva | Microsoft Excel | Microsoft Word | Microsoft Power Point | Software | Wordpress | Data Processing | Microsoft Office | Microsoft Power BI

Experience :

2024/06-on going

Project Manager

IESL_I.T.E Forth, Heraklion, Crete, Greece

- Leading and coordinating a diverse team to ensure clear communication and optimal performance.
- Overseeing timelines, resource allocation, and task prioritization for successful project completion.

2024/03-on going

Web Project Manager

Sailingtrips, Heraklion, Crete, Greece

- Spearheading the creation of a user-friendly sea excursion website
- Provider Collaboration and Technical Management

2019/08 - on going

Private Tutor

Freelancer, Heraklion, Crete, Greece

- Developed tailored learning plans promoting deep comprehension of physics principles
- Strengthened problem-solving skills through personalized and interactive learning activities

2023/08 - 2024/01

Communications Officer

Smart plan, Heraklion, Crete, Greece

- Active engagement and communication with clients
- Utilize robust organizational skills to ensure streamlined project execution
- Proficient in juggling multiple tasks and priorities

2023/06-2023/10

Physics Tutor in private school

Internship, Kozani, Greece

- Conducting captivating and impactful physics presentations
- Fostering favorable connections with students

Education :

2018/09 - 2024/01

Bachelor of Science, department of Physics

University Of Crete ~ Heraklion , Greece

Conferences :

- (05/2024) ~ Foundit Training -Explore Entrepreneurship issued by Bizrupt & 100 Mentors
- (02/2024-05/2024) ~ Women do Business:Three month green entrepreneurship academy program
- (10/2023 - 01/2024) ~ HR Certified Professional issued by Workearly
- (02/2024-02/2024) ~ Human Resources Strategies & Management issued by Armin Trost

Honours & Awards :

ReGeneration Finalist 18th Cycle (02/2024)

Contact:



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Soft Skills:

Empathy and kindness

Teamwork and collaboration

Fast learner

Flexibility/Adaptability

Work ethic

Organizational Effectiveness

Human Resources (HR)

Critical thinking

Leadership Development

Languages:

Greek



English



Volunteering:

→**Erasmus +:** Training Course about Circular Economy(05/2024)

→**Project Manager-HR manager** at the Youth Engagement Initiative by the Region of Crete that aims to create an inclusive community where every voice matters(03/2024-on going)

→**Mentee** at Job's Pair in the field of HR (01/2024-03/2024)

→**Physics teacher** at the social tutoring center of the Municipality of Heraklion (09/2022 -05/2023)

Activities :

→Leader of the team "karieristes" at Innovation Business Observatory of Region of Crete (10/2023)