

EFSTRATIOS-RAFAIL KOTEROS

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PERSONAL PROFILE

An aspiring and ambitious economist, highly disciplined with aspirations for success, confidence and positive to evolve my knowledge and working experience. Having done internship as a bank assistant and having worked as an office assistant in an English Language Institute, I have learned to develop innovative ideas, cooperate with my colleagues and solve related problems may occur in workplace. My responsibility and my passion about what I do, makes me feel positive and confident in dealing with clients and colleagues. As a responsible and self- motivated person, I am looking to learn new techniques and skills and receive the right guidance for constant progression through education and working experience. As an entry professional in maritime industry, my goal is to succeed and keep evolve through this demanding area, always pursuing high targets.

EDUCATION

- September 2018- **MSc Maritime Operation and Management/ Liverpool John Moores University**
Relevant modules: Maritime Finance and Economics, Project Management, Research skills, Supply Chain Modelling (WITNESS Simulation Software, EOQ modelling), Operations research (Maple T.A. system, exercises on excel).
- September 2012 – **Degree at Economic Science (Bsc) / University of Patras Department of Economics**
October 2016
Relevant modules: Database Systems, Statistics, Accounting, Econometrics, Financial Economics, Financial Analysis and Management.
University of Patras, Rio, Greece
Overall average grade: 6.26 out of 10 (six point twenty-six)
- September 2009 – **High School Apolyterion**
June 2012
Graduate of the 3rd Unified General High School of Mytilene, Overall average grade: 17.4 out of 20 (Seventeen and four tenths)

EMPLOYMENT - PRACTICE

- 1 October 2017 – Anglia Foundation Office assistant
31 March 2018 English Language Institute Duties: Scheduling meetings, filing paperwork, Working with excel programme template, office machine operation and answering telephones.

1 July 2016 – 30 September 2016	National Bank of Greece Mytilene Branch	Internship as bank assistant <u>Duties:</u> General Banking Deposits and basic Banking Products, credit card issuer, responsible for the relationship between cardholders and their accounts, activating credit cards, issuing statements, keeping record of customers documents and External Work
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SKILLS

Languages

GREEK Mother tongue
ENGLISH Very good knowledge. Holder of the following certificates:
- Certificate of English Language Proficiency (C2 Level) of Michigan State University, December 2015, Patra, Greece

Computer Skills

University of Cambridge International Examinations
International Diploma in IT Skill Standard
Full Certificate

√ Electronic Communication (Outlook 2002 GR), Office 365
√ Databases (Access 2002 GR)
√ Spreadsheets (Excel 2002 GR)
√ Word Processing (Word 2002 GR)
√ Using the Computer and Managing Files (Windows XP, GR)
√ Presentations (Power Point 2002, GR)

AFFILIATIONS

- Student Member, Propeller Club Liverpool

MILITARY DUTIES

I fulfilled my military obligations. Got ranked on March 16, 2017 and finished on December 16, 2017. Served at the Main Military Buildings on Lesvos Island, Greece, at the Information Centre, at the Centre of Security and Safety of the Island of Lesvos.

GENERAL INTERESTS AND HOBBIES

- √ Gym practice.
- √ Watching different Sports such as Football, Basketball, Formula 1.
- √ Trips - Travelling in different countries.

SEMINARS ATTENDED

- ✓ March 2013, "Career Fair", organised by *Student Meeting of University of Patras, Economic Department*, in Patras Palace, Patra, Greece
- ✓ February 2013, "Young and Digital Business" with main speakers from the European Confederation of Young Entrepreneurs and a Member of the Greek Chamber of Commerce, in Astir Patras Hotel, Patra, Greece.
- ✓ November 2018, "Marine environment protection committee "organized by IMO (International Maritime Organization) Headquarters London.
- ✓ November 2018, "Transport & Logistics Safety Conference" organized by CILT (Charterer Institute of Logistics and Transport in the UK) in London.

REFERENCES

Academic References

Manolis Tzagarakis

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Employment References

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