

ELEFThERIA SKALtSA

EDUCATION

2018 – 2019

MSc Maritime Policy and Shipping Management

Cardiff University, Cardiff Business School

- Maritime Policy, Maritime Economics, Ship Chartering
- International Trade and Carriage Law, Advanced Trade and Sea Carriage Law
- Risk Management in Supply Chains, Multimodal Transport Operations

2011 – 2017

BSc Maritime Studies

University of Piraeus, School of Maritime and Industrial Studies, Department of Maritime Studies

- Shipping Management, Port Management and Operations, Logistics
- Shipping Finance, Shipping Accounting, Port Economics, Shipbuilding Economics
- Maritime Law, Shipping Insurance, Law of the Sea, Claims Handling
- Shipping Terminology, Business Statistics, Business Mathematics

2005 – 2011

High School Graduation Certificate

“Varvakeion” Experimental General High School

WORK EXPERIENCE

06/2019 – 07/2019

Business Support Intern, Idwal Marine Services Limited

- Supporting operations and technical management functions by updating internal databases and systems.
- Providing general data-entry support to the company’s inspections online platform.
- Handling reports and photographic evidence of the vessel areas including engine room, machinery spaces, navigating bridge, deck areas, ballast tanks and cargo holds.
- Facilitating the coordination, execution and timely delivery of the company’s survey services.
- Liaising with surveyors and customers to obtain vessel documents and relevant certificates.

PERSONAL INFORMATION

Address:

Iroon Politechniou 80C, Zografos, Athens, Greece, 157 72

Email:

skaltsa.eleftheria@yahoo.com

LinkedIn:

[linkedin.com/in/eleftheria-skaltsa](https://www.linkedin.com/in/eleftheria-skaltsa)

Telephone:

+30 698 590 4560

LANGUAGE SKILLS

Greek: Native

English: Excellent command of oral and writing communication (Level C2, Certificate of Proficiency in English, University of Michigan)

Spanish: Basic knowledge (Level B1, DELE Certificate, Cervantes Institute)

IT SKILLS

MS – Office and Windows Environment (Windows 7 and 10)

ACHIEVEMENTS

Track and field events (long distance runner): Participation in the National Team of Greece and winning first place in the International Athletics Meeting Greece – Cyprus in 2009.

PERSONAL TRAITS

Consistency

Teamwork spirit

Self-development

INTERESTS

Poetry (Greek and Spanish)

Dancing (Latin ballroom dancing)

Music (Percussion instruments and Greek string instruments)