



Alexandra Marda

Contact

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Address

Kanelloy 2A, Chios, Greece

Skills

- MS office
- Project Management
- Strong work ethic
- Punctuality
- Attention to detail
- Decision making skills
- Time-management
- Communication skills
- Team-player

Spoken languages:

English, German

Education

- **2021 - 2022: Master in Spatial, Transport & Environmental Economics at Vrije Universiteit Amsterdam.**
Specialization in Environmental Economics:
 - Economics of Climate Change
 - Environmental and Resource Economics*Master Thesis:* "The effects of the Russo-Ukrainian war on the German environmental policy", conducting a SVAR model and testing through STATA.
- **2016 - 2020: Bachelor in Business Administration at the University of Macedonia.**
Specialization in Accounting.

Certificates

- **2023** (in progress) - "Data Analyst with SQL and Python Training Program" by Workearly
- **2023** (in progress) - "E-Commerce - Hospitality Sales & Marketing" by Dynamiki Educational Organization
- **2023** - "Project Management Industry Training" by Brainnest
- **2020** - Educational program "Environmental Management Enhancement" by Youth-run SMEs
- **2019** - Intermediate C "Global Cert". Certification in Computer Science.

Language Certificates

- **2021** - IELTS International English Language Testing System
- **2013** - ÖSD B2 Mittelstufe Deutsch
- **2012** - Certificate of Proficiency (Michigan - ECPE)

Work Experience

- **1/2020 - 4/2021 Saleswoman in "Dust+Cream" shop, Chios**
I strengthened my marketing abilities throughout that time by drawing attention to certain features of items and letting buyers know about upcoming collections. My daily interactions with clients further boosted my communication and social skills. Because the training session was so brief, I managed to adjust to the work environment rapidly. In addition, it was the first time I had been contacted to meet monthly goals.
- **7/2019 - 8/2019 Receptionist in «Kyveli Hotel Apartments», Chios**
High responsibility, outstanding customer service, and problem-solving skills were required for this role. My ability to multitask was enhanced, as the daily tasks included answering and forwarding phone calls, organizing visitor bookings, and payment collection, all while coordinating with the staff, clients, and delivery services.

Volunteer Experience

- Participation in actions to help Ukrainian refugees in Amsterdam
- Tree planting/reforestation actions
- Beach cleaning