

Curriculum Vitae

Georgios Doumakis

Personal Information

Date of Birth: 30 – 03 – 1994

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Military Service: Completed



EDUCATION

2021-2023 Master's Degree in Business Administration (MBA) at the Hellenic Open University, conducted in English. Dissertation: « Human Resources Management and the changes brought about by the pandemic in the work of bank employees»

2012-2019 Bachelor's Degree in Economics and Public Administration, Department of Economic and Regional Development, University of Athens.

December 2022 – February 2023 Certification Program in Circular Economy through the Hellenic Ministry of Environment and Energy.

PROFESSIONAL EXPERIENCE

July 2024 – Present: Professional real estate agent at HOMLI, specializing in the sale and rental of residential and commercial properties. I possess excellent communication skills and build long-term trust relationships with my clients. I am skilled in market analysis and price negotiations, consistently offering the best possible solutions for my clients' needs.

- Negotiation and contract management
- In-depth knowledge of the local market
- Customer service
- Proficient in specialized software and CRM tools

March 2023 – June 2024: Personnel accountant assistant to the Ship-owner at Target Marine SA, concurrently serving as the financial manager at The Rooster Antiparos: Lifestyle & Wellness Resort.

- Processing payments and payroll for the company's Yacht.
- Creating Excel spreadsheets and charts for tracking past and future payments to enhance financial management.
- Recording and archiving employees' licenses for the maritime company.
- Verification and successful completion of the process of completing the documentation folder and studying for the hotel category upgrade

October 2018 - October 2021: Sales Representative at Top Vision Ltd.

- Collaboration with 171 municipalities.
- Preparation of tender documents for public tenders.
- Negotiations with companies in the same industry.
- Supervisory services.
- Problem-solving and conflict resolution.

June 2014 – August 2014: Waiter and cashier at Yialos Restaurant in Serifos.

LANGUAGES

- Greek (Native)
- English (Proficient) - Certificate of Proficiency (University of Cambridge) - Level C2

SKILLS

Time management / Excellent multitasking / Communication skills / Complex problem-solving / Excellent performance under time pressure / Team spirit / Initiative-taking / Problem-solving / Technological expertise for customer acquisition.

PERSONAL INTERESTS

Exercise – Sports / Traveling / Movies / Books / Trying foods from different cuisines.

OBJECTIVES

To enhance my professional skills in a dynamic and stable work environment / Seeking a position with responsibilities and opportunities for career advancement / Transmitting my knowledge / Acquiring new information for personal development / Actively contributing to the development and achievement of the strategic goals of the company I work for, offering creative ideas and solutions / Creating a positive professional influence in my field, contributing to projects and initiatives that promote innovation and community improvement.