

MARIA OIKONOMOPOULOU

I am a detailed oriented professional with 10 years of experience in administrative assistance & events management for Sports Organizations and 2 years of experience in Marketing



EDUCATION

ATHENS UNIVERSITY OF ECONOMICS & BUSINESS

Msc in Marketing and Communication, Sept. 2016- May 2019

- Graduation Grade: 8,7

Bsc in Business Administration, Sept. 2007- May 2013

- Erasmus, University of Economics, Prague, Czech Republic, 2011
- Graduation Grade: 8,1

WORK EXPERIENCE

PROCURESHIP S.A.

EMPLOYEE | April 2022-Today

- Marketing, HR Specialist & Travel coordinator for guests

HELLENIC AERONAUTICAL & AIRSPORTS FEDERATION

PARTNER | April 2021-April 2022

- Administrative Assistance
- Event Coordinator for Hellenic Aeronautical Championships

MADTAX-BUSINESS CONSULTING COMPANY

PARTNER | November 2020-February 2021

- Web Designer and Content Creator

WORLD CHESS FEDERATION-FIDE

EMPLOYEE | August 2011 - October 2019

- Successful support of 192 national chess federations
- Experience in Hospitality Management, Registration Management, Communication & Travel Arrangements during chess events on a global scale.
- Efficient contribution in the organization of 3 Chess Olympiads & Congresses
- Contribution in the travel coordination tasks during the World Rapid Chess Championships & World Mind Games

CERTIFICATES

- Vellum International Diploma in Internet & Social Media Marketing, 3 months educational program
- Uдеми: Complete Digital Marketing Course, Powerful Social Media Marketing, Complete Copywriting Course, Design Rules/UI Design: online certificates
- Google & Kariera.gr: Digital Marketing Camp (got selected to participate from thousands of applications), OTE Academy, Athens
- Google Skillshop: Google Ads Search, Online Certificate
- Grow Greek Tourism Online-Google Digital Garage: exams in Basic Principles of Digital Marketing, Seminars: Digital Advertising: Search, Display & Social, Build a Digital Marketing Plan

LANGUAGES

ENGLISH

Excellent | IELTS: 8/9 | official language of communication in former job

FRENCH

Basic | Diplôme de Langue et de civilization Françaises, Attended Greek-French high school (Leontios)

TECHNICAL ABILITIES

- MS Office (Word, Excel, Power Point, Outlook)
- Correspondence (outlook, gmail etc)
- Wix and Figma tools for web and app design

ACHIEVEMENTS

- One of the winning teams of sustainability Hackathon 2022 by Lidl Hellas & Laskaridis Foundation
- Selected to participate in Hack the Normal Sustainability by Financial Times Talents & TNW
- 3rd place in OAED (Greek Public Employment Service) crowdhackathon by Crowdpolity and OAED, 2021
- 1st Grade in Master's Degree: Certificate & Award of Excellence, earned Scholarship
- 1st place in Markstrat simulation strategic business game during Master's Degree, role: Team Captain
- Chess: 1st place Pan-Hellenic Uni Champ, 2 times Pan-Hellenic Chess Champion Girls Category, 2nd in World School Chess Championships Girls Category, holder of titles: Woman FIDE Master, National Arbiter & FIDE Chess Instructor
- Judo: Pan-Hellenic Champion Girls Category

REFERENCES

- Arkady Dvorkovich, Ex Deputy Prime Minister of Russia (2012), FIDE President
 - Willy Iclicki, FIDE Chief Operational Officer
 - Nigel Freeman, FIDE Ex. Executive Director
- [Recommendation letters](#)

CONTACT

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