

PERSONAL INFORMATION

Anna-Maria Panagiotidou



 55 Elefteriou Venizelou, 61100 Kilis (Greece)

 (+30) 6940828256

 ann_apan@hotmail.com

Sex Female | Date of birth 06/08/1970 | Nationality Greek

PERSONAL STATEMENT

My aim is to acquire a job abroad and thus have the opportunity to move to another country.

WORK EXPERIENCE

01/02/2014–Present

Education methods specialist (Steward and Trainer)

Council of Europe, Pestalozzi Programme

Steward for the online Community of Practise of the educational Pestalozzi Programme, and certified teacher trainer of the Pestalozzi Programme of the Council of Europe.

Main activities as steward is to provide a welcoming online environment to new users of the Community of Practise, to support them in how to use the online platform, to participate and/or moderate online discussions, to provide educational resources.

As a trainer I have been participating in several educational events (ex. 8 days intensive summer school for education professionals), I have translated educational resources and books and I have co-developed online tools like the Tool: How can teachers welcome refugees in their classrooms

02/09/2003–Present

IT educator

Greek Department of Education and Religion
1st Gymnasium of Kilis, 61100 Kilis (Greece)

Teaching IT for classes 7-9

Business or sector Education

30/11/2011–Present

Deputy Head and IT educator

Greek Department of Education and Religion
1st Gymnasium of Kilis, 61100 Kilis (Greece)

As an IT educator: IT for classes 7-9 which involves Computers' Science, Algorithmic thinking, Computer Programming and use of Office packages and environments.

As a deputy school head: Responsible for administrative work at school, such as emails and mailing lists, preparation of school year start and school end work, entries in school registers and online database, issuing students' certificates, statistics, book keeping and taxes, payroll of part-time educators, school activities like organising training days, open days and events.

From my position of school responsible for the non-violent network I have issued and applied with my students educational activities against violence and for the understanding of diversity (including the refugee issue), also held a series of common activities together with colleagues.

Business or sector Education

01/01/2004

IT educator (Adult learning)

Several Vocational Training Centers in Kilis: KEK Gi Pantazi, KEK Epimorfotiki,

Nomarxiako KEK,
Kilkis, 61100 Kilkis (Greece)

Certified adult and CVT educator, IT subjects. IT seminars for adults (CVT). Seminars are hold in the afternoon; Vary in duration and in IT level. Several hundreds of teaching hours.

Business or sector Vocational Training Center

26/09/2002–01/07/2003

Part-time IT educator

General High school Sidorokastrou
Sidirokastro, 62300 Serres (Greece)

IT educator for classes 10-12

Business or sector Education

18/02/2002–28/06/2002

IT educator

Institute of Vocational Training in Kilkis
end of Leonardopoulou str, 61100 Kilkis (Greece)

Teaching Relational Databases and Database modelling (creation of database schema, implementation of the database, SQL basics)

Business or sector Education

20/11/1994–26/10/2001

Private office manager and IT-finance

Restaurant Supplies International SA (RSI SA)
Industrial Zone of Stavrochori, 61100 Kilkis (Greece)

My task was to issue a market analysis and choose proper IT system, adjust and implement chosen IT-system to the company's production procedures and departments, maintain/update the IT-system, educate and provide support to employees on using the IT-system.

Other parallel tasks were to cooperate with the finance department in processing the yearly balance sheets, coach and be responsible for all material purchase plans and projections, provide support in the use of the IT-system for projection of production cost per produced appliance and per production department.

Business or sector Administrative and support service activities

01/10/1991–30/03/1994

Laboratory assistant, Instructor and class leader for the younger students

Institution for Data- and Systems knowledge (DSV), Stockholm's University
Stockholm University, Electrum Kista, 106 91 Stockholm (Sweden)

Assisting younger students of the university to accomplish their IT work. Mainly in system modelling and databases

Business or sector Education

07/01/1991–30/04/1994

Personal assistant for student with hearing difficulties

Institution for Data- and Systems knowledge (DSV), Stockholm's University
Stockholm University, Electrum Kista, 10691 Stockholm (Sweden)

Kept notes in all conferences and lectures and repeated the lecture for the student later with proper tempus and explanations

Business or sector Education

EDUCATION AND TRAINING

17/01/1993–27/06/1994

Philosophy Master degree in Data- and Systems knowledge

Stockholm University and the Royal Institute of Technology

MSc

Stockholm University, DSV, Electrum Kista, 106 91 Stockholm (Sweden)

Master thesis "Producing enforcement rules for maintenance of static and dynamic constraints"

20/08/1990–20/06/1994

Bachelor of Science in Computer and Systems Sciences

BSc

Stockholm University, DSV

Stockholm University, Electrum Kista, 10691 Stockholm (Sweden)

Bachelor Programme in Business Administration and Information Technology

for more details please refer to

http://sisu.it.su.se/search/show_subject/17/en?subject_group=4

PERSONAL SKILLS

Mother tongue(s) Greek

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Swedish	C2	C2	C2	C1	C1
State Certificate					
English	C2	C2	C2	C2	C2
Certificates: Palso, Cambridge, State Certificate C2 in English B1 in English					

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Communication skills Team spirit partially thanks to years of handball training, though I admit having the sense of a leader.

Used to deal with people due to my work experience as a deputy head in a school of 35-40 colleagues.

Very good in communicating thanks to a well trained ability and experience as an educator for both children and adults - I really know how to contact by heart, by hands and by head.
People use to see a strong sense of humour in me. Colleagues and work superiors are thinking of me as a clever and capable person.

Myself I am aware being a person who insists in getting things done in time, anxious to go further.
Therefore I use to take the initiative and the lead.

My involvement as steward and trainer in the Pestalozzi Programme of the Council of Europe has provided me with opportunities to meet, collaborate and communicate with people from several different countries and cultures.

Organisational / managerial skills

Very good in analysing and organizing, thanks to all previous work experience in so many different sectors, but also due to my personal tendency to organise in detail.

Well trained in doing detailed work. Also used in undertaking responsible work and standing out pressure situations.

Trained and experienced in finding ways and tools to achieve work in effective manner without duplicates and/or double work (used to organise work in shared online files etc).

Job-related skills 2016 – today Board member and Paymaster for the Volunteers Club OMNES

Since late 2014 due to the refugee crisis in Greece and as living so close to the borders, I have been actively participating in the non-formal group of volunteers named Volunteers Kilis Refugees Eidomeni, providing necessities to Eidomeni field almost on daily basis. Later on (winter 2016) our non-formal group was called in by the Municipality of Kilis to assist the Municipality in the setup and administration of the Herso refugee camp, under the Greek Military, and in collaboration with Social doctors, pharmacists and elected representatives of the Kilis Region. Following this experience and realizing that the refugee camps turned to be a long-term solution and not a temporary solution as originally stated, the Volunteers Kilis Refugees Eidomeni issued a full detail housing project proposing the short-term housing of refugees into empty houses in the Municipality of Kilis, as a way to peacefully benefit both the refugees and the local society. In late 2016, the volunteers' team managed to influence decisions and become a UNHCR funded partner. Under the trading club name OMNES we could finally implement our housing project, providing housing to more than 1000 person of benefit and succeeding in having the military refugee camp closed. OMNES is currently expanding its project with integration and vocational training objectives.

My position as a paymaster in Omnes involves budget preparation and budget monitoring, purchase and costs' projection, bank and supplier reconciliation, verification of payments, etc. More, I have been educating newcomers in the finance department of the club in all above.

More about OMNES can be read in the UNHCR article and in the article from UK This is about inclusion, this is about rebuilding people's lives

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Independent user	Independent user	Basic user

Digital skills - Self-assessment grid

Studied and worked with many IT tools.
Very capable in different office packets. Very capable in social tools. Easy learner of any kind of IT tool however complex it might seem.

Other skills

-Volunteer work in my town (please read more above)
-I like to get involved in things and not just passively wait for a solution

Driving licence

B

ADDITIONAL INFORMATION

Publications:

Master thesis "Producing Enforcement Rules for Maintenance of Static and Dynamic Constraints", Department of Computer and Systems Sciences, Master's series No.94-03-DSV, June 1994

Marital status: Divorced, 1 child

Certifications

Please note that there are several certifications to be uploaded upon request and interest. I hereby provide a list of possible certifications:

C2 in English, Certificate in Swedish,
Ministry of Education, Greece,

Life long learning institutions,

University Study program, Bachelor degree title, Master degree title,

Certificates in my position as a steward and trainer for the Pestalozzi Programme of the Council of Europe

Links to all translated resources, dissemination events, reports.

Certificate for the paymaster position and board membership in OMNES.

ANNEXES

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Anna-Maria Panagiotidou

Mother tongue(s)

Greek

Foreign language(s)

Swedish, English

Swedish

Self-assessment of language skills

UNDERSTANDING		SPEAKING		WRITING
				
Listening	Reading	Spoken interaction	Spoken production	Writing
C2 Proficient user	C2 Proficient user	C2 Proficient user	C1 Proficient user	C1 Proficient user

Certificates and diplomas

Title	Awarding body	Date	Level*
State Certificate	Linköping University	14/05/1990	C2

Linguistic and intercultural experience

Description	Duration
Using languages for study or training: Studies in Stockholm University	–

English

Self-assessment of language skills

UNDERSTANDING		SPEAKING		WRITING
				
Listening	Reading	Spoken interaction	Spoken production	Writing
C2 Proficient user	C2 Proficient user	C2 Proficient user	C2 Proficient user	C2 Proficient user

Certificates and diplomas

Title	Awarding body	Date	Level*
Certificates: Palso, Cambridge, State Certificate	–	–	–
C2 in English	State Certificate	19/01/2015	C2
B1 in English	Cambridge University	01/06/1988	B1

Common European Framework of Reference for Languages - Self-assessment grid

		A1 Basic user	A2 Basic User	B1 Independent user	B2 Independent user	C1 Proficient user	C2 Proficient user
Understanding	 Listening	I can understand familiar words and very basic phrases concerning myself, my family and immediate concrete surroundings when people speak slowly and clearly.	I can understand phrases and the highest frequency vocabulary related to areas of most immediate personal relevance (e.g. very basic personal and family information, shopping, local area, employment). I can catch the main point in short, clear, simple messages and announcements.	I can understand the main points of clear standard speech on familiar matters regularly encountered in work, school, leisure, etc. I can understand the main point of many radio or TV programmes on current affairs or topics of personal or professional interest when the delivery is relatively slow and clear.	I can understand extended speech and lectures and follow even complex lines of argument provided the topic is reasonably familiar. I can understand most TV news and current affairs programmes. I can understand the majority of films in standard dialect.	I can understand extended speech even when it is not clearly structured and when relationships are only implied and not signalled explicitly. I can understand television programmes and films without too much effort.	I have no difficulty in understanding any kind of spoken language, whether live or broadcast, even when delivered at fast native speed, provided I have some time to get familiar with the accent.
	 Reading	I can understand familiar names, words and very simple sentences, for example on notices and posters or in catalogues.	I can read very short, simple texts. I can find specific, predictable information in simple everyday material such as advertisements, prospectuses, menus and timetables and I can understand short simple personal letters.	I can understand texts that consist mainly of high frequency everyday or job-related language. I can understand the description of events, feelings and wishes in personal letters.	I can read articles and reports concerned with contemporary problems in which the writers adopt particular attitudes or viewpoints. I can understand contemporary literary prose.	I can understand long and complex factual and literary texts, appreciating distinctions of style. I can understand specialised articles and longer technical instructions, even when they do not relate to my field.	I can read with ease virtually all forms of the written language, including abstract, structurally or linguistically complex texts such as manuals, specialised articles and literary works.
Speaking	 Spoken interaction]	I can interact in a simple way provided the other person is prepared to repeat or rephrase things at a slower rate of speech and help me formulate what I'm trying to say. I can ask and answer simple questions in areas of immediate need or on very familiar topics.	I can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar topics and activities. I can handle very short social exchanges, even though I can't usually understand enough to keep the conversation going myself.	I can deal with most situations likely to arise whilst travelling in an area where the language is spoken. I can enter unprepared into conversation on topics that are familiar, of personal interest or pertinent to everyday life (e.g. family, hobbies, work, travel and current events).	I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views.	I can express myself fluently and spontaneously without much obvious searching for expressions. I can use language flexibly and effectively for social and professional purposes. I can formulate ideas and opinions with precision and relate my contribution skilfully to those of other speakers.	I can take part effortlessly in any conversation or discussion and have a good familiarity with idiomatic expressions and colloquialisms. I can express myself fluently and convey finer shades of meaning precisely. If I do have a problem I can backtrack and restructure around the difficulty so smoothly that other people are hardly aware of it.
	 Spoken production	I can use simple phrases and sentences to describe where I live and people I know.	I can use a series of phrases and sentences to describe in simple terms my family and other people, living conditions, my educational background and my present or most recent job.	I can connect phrases in a simple way in order to describe experiences and events, my dreams, hopes and ambitions. I can briefly give reasons and explanations for opinions and plans. I can narrate a story or relate the plot of a book or film and describe my reactions.	I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.	I can present clear, detailed descriptions of complex subjects integrating sub-themes, developing particular points and rounding off with an appropriate conclusion.	I can present a clear, smoothly-flowing description or argument in a style appropriate to the context and with an effective logical structure which helps the recipient to notice and remember significant points.
Writing	 Writing	I can write a short, simple postcard, for example sending holiday greetings. I can fill in forms with personal details, for example entering my name, nationality and address on a hotel registration form.	I can write short, simple notes and messages. I can write a very simple personal letter, for example thanking someone for something.	I can write simple connected text on topics which are familiar or of personal interest. I can write personal letters describing experiences and impressions.	I can write clear, detailed text on a wide range of subjects related to my interests. I can write an essay or report, passing on information or giving reasons in support of or against a particular point of view. I can write letters highlighting the personal significance of events and experiences.	I can express myself in clear, well-structured text, expressing points of view at some length. I can write about complex subjects in a letter, an essay or a report, underlining what I consider to be the salient issues. I can select a style appropriate to the reader in mind.	I can write clear, smoothly-flowing text in an appropriate style. I can write complex letters, reports or articles which present a case with an effective logical structure which helps the recipient to notice and remember significant points. I can write summaries and reviews of professional or literary works.

Common European Framework of Reference for Languages (CEFR): © Council of Europe

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CV

Personal Data

Name: Anna-Maria Panagiotidou
Date of birth: 06 August 1970
Place of birth: Kristianstad, Sweden
Citizenship: Greek
Residence address: Elefteriou Venizelou 55 – 61100 Kilkis, Greece
Languages: English (C2), Swedish (C2), Greek (Mother language)
Education: MSc and BSc in Computer and Systems Science (Stockholm University)
Contact data: ann_apana@hotmail.com



Summary Data

I started gaining work experience in 1991 as an educator, while still studying at the Stockholm's university, occupied as a laboratory assistant for the University's DSV faculty. Returning to Greece in 1994, I worked as an office manager in the private sector, for an international constructive company for nearly 7 years, gaining knowledge and skills on economics, book keeping, administration and industrial production.

Right after that in 2003, I applied to the Greek Department of Education and became an ICT-educator. Since then I have been teaching in high schools and junior high schools. Since September 2011 I am also the deputy head of the high school I'm teaching at. I am also a certified ICT adult trainer.

After attending the Pestalozzi Programme (Council of Europe) summer school in 2013 and becoming an active member of its Community of Practice, in 2014 I attended and was accepted as a Steward of the Programme's online Community of Practice, as well as a certified Pestalozzi Programme trainer, in 2015.

I am actively involved in local community political issues, environment-protection issues and humanitarian actions for people in need (refugees and locals).

Job Experience

2016 – today	Board member and Paymaster for the Volunteers Club OMNES
2014 – today	Steward for the Community of Practice and Trainer for the Pestalozzi Programme of the Council of Europe
2011 – today	Deputy Head and ICT-educator, 1 st High school in Kilkis, Greece. Classes 7 - 9.
2005 – 2011	ICT-educator, 1 st High school in Kilkis, Greece. Classes 7 - 9.
2004 – today	Certified adult and CVT educator, ICT subjects. IT seminars for adults (CVT). Seminars are hold in the afternoon; vary in duration and in IT level.
2004 – 2005	ICT-educator, High school in Agioneri (Kilkis), Greece. Classes 7 - 12.
2003 – 2004	ICT-educator, Technical High school in Herakleia (Serres), Greece (mother vacancy)
2002 – 2003	ICT-educator, High school in Sidirokastro (Serres), Greece. Classes 10 – 12.
02/2002–06/2002	ICT-educator in adult's school, (State Training institute for adults), Kilkis.
1994 – 2001	Private office manager, RSI SA, Kilkis.

01/10/1991-31/03/1994 *Institution for Data- and Systems knowledge (DSV), Stockholm University and the Royal Institute of Technology Laboratory assistant, Instructor and class leader for the lower grades, (210 hours)*

07/01/1991-30/04/1994 *Institution for Data- and Systems knowledge (DSV), Stockholm University and the Royal Institute of Technology. Personal assistant for student with hearing difficulties, (835 hours)*

Education

17/01/1993 – 27/06/1994 Philosophy MSc in Data- and Systems knowledge - Stockholm University and the Royal Institute of Technology

20/08/1990 – 20/06/1994 Bachelor of Science in Computer and Systems Sciences (Systemvetenskapliga linjen, 120 p) - Stockholm University and the Royal Institute of Technology

10/09/1986 – 30/06/1989 High school education, Science orientation, 1st High School in Kilis, Greece

Further Education, Trainings, Publications

15/07/2018-21/07/2018: Teacher training “Action Methods Improving Motivation and Quality in the Learning Environments”, and Erasmus+ course by European Bridges Consulting, Portugal.

16/04/2018-25/05/2018: Teacher Training “Supporting the refugee children education” on refugee children education, provided by the school councilors of Kilis Region, the voluntary association Omnes and the United Nations Children’s Foundation Unicef

08/11/2017-6/12/2017: Teacher training “The school we dream”, NHPEAZ Training Center, Kilis, Greece, 15 hours course.

2016: Co-creator of the online educational tool *How can teachers welcome refugees in their classroom* for www.learntochange.eu [tool created by Pascale Mompont-Gaillard (France), Anna-Maria Panagiotidou (Greece), Ana Znidarec Cuckovic (Croatia)]

October 2016: Member of the organizing committee and trainer for the [3rd National Dissemination Event of the Pestalozzi Programme in Greece](#), Thessaloniki

July 2016: Certified for acting as facilitator for the 8days Summer School of the Pestalozzi Programme (Council of Europe) “[Diversity of learners and diversity of teachers – learning together for a better future](#)” in the Academy of Bad Wildbad in Germany

October 2015: Member of the organizing committee and trainer for the [2nd National Dissemination Event of the Pestalozzi Programme in Greece](#), Patra

September 2015: “Teacher Manifesto, Education for Change – Change for Education”, Pestalozzi Programme, Council of Europe - Coordinator for the translation project to Greek language [http://www.coe.int/t/dg4/education/pestalozzi/Source/Documentation/T21/FinalManifesto_Gr.pdf]

September 2015: Certified in “Development and Prevention Network Operation and Control of Phenomena of School Violence and Bullying” – remote training 50 hours – Responsible for the non-violent network in my school for the last 3 school years.

May 2015: Certified in “The School of the Future, Management and Administration” 14 months blended training [9/5/2014 - 15/5/2015], 579 hours – 49ECTS

February 2015: Certified as a Pestalozzi Programme Trainer – Intensive Course for Trainers, 50 hours

September 2014: Member of the organizing committee and trainer for the [1st National Dissemination Event of the Pestalozzi Programme in Greece, Gerakas](#), Attiki

July 2014: Certified for the 2nd level (B2) “Teacher Training in using and pedagogically applying ICT in their teaching”

June – July 2013: Participating in the 1st Pestalozzi Programme Summer School by the Council of Europe, in the Academy of Bad Wildbad in Germany.

March 2013: Participating in a two days experiential seminar “Networking in school community” – (Kilkis Education Office – Greek State’s Education Department in collaboration with NGO NHREAS)

March – June 2008: “Further education in IT for High school teachers”, 72 hours intensive course (Course id. nr: 4650-1). (Kilkis Education Office – Greek State’s Education Department)

November 2008 - “Practice education via teleconference for IT-teachers in windows 2003 server and Greek national school administration network” 8-hours intensive course (EAITY University of Patra, Greece)

June – March 2007 - “Educational issues in adult education”, 300 hours course (Program id-number: 85436/68, Registration number: EB11662). (EKEPIS, State Institute for Qualification of Adult Teaching and Training Services, www.ekepis.gr)

December 2005 - “Pedagogical issues for recruits teachers” (60 hours). (Second PEK Thessaloniki)

Participations in educational and other networks, Social actions

Since late 2014 due to the refugee crisis in Greece and living so close to the borders, I have been actively participating in the non-formal group of volunteers named Volunteers Kilkis Refugees Eidomeni, providing necessities to Eidomeni field almost on daily basis. Later on (winter 2016) our non-formal group was called in by the Municipality of Kilkis to assist the Municipality in the setup and administration of the Herso refugee camp in Kilkis, under the Greek Military, and in collaboration with Social doctors, pharmacists and elected representatives of the Kilkis Region. Following this experience and realizing that the refugee camps turned to be a long-term solution and not a temporary solution as originally stated, the Volunteers Kilkis Refugees Eidomeni issued a full detail [housing project](#) proposing the short-term housing of refugees into empty houses in the Municipality of Kilkis, as a way to peacefully benefit both the refugees and the local society. In late 2016, the volunteers’ team managed to influence decisions and become a UNHCR funded partner under the trading club name [OMNES](#) we could finally implement our housing project, providing 31 houses to 152 people and succeeding in having the military refugee camp closed. OMNES is currently expanding its project with integration and vocational training objectives.

From my position of school responsible for the non-violent network I have issued and applied with my students educational activities against violence and for the understanding of diversity (including the refugee issue), also held a series of common activities together with colleagues.

Since 2013 I am member, steward and trainer for the Community of Practice for educators for the Pestalozzi Programme of the Council of Europe <http://www.coe.int/en/web/pestalozzi> . Since 2016 I am also trainer for the educational network www.learn2change.eu.

As member, steward and trainer of the Pestalozzi Programme I have disseminated the values and practices of the Pestalozzi Programme in local disseminations for colleagues of mine and participated (2014 - 2016) in the Organization Committees and Trainings for the 1st, 2nd and 3rd National Disseminations Events of the Pestalozzi Programme. (Reports to be found here: [Report 2014](#) , [Report 2015](#) and [Report 2016](#))

References

Available upon request