

01 March 2019

To: Cyprus Agency on Quality Assurance &
Accreditation in Higher Education

Dear sirs,

Subject: External Evaluation Report
Program of study: Diploma in Security Management - Distance Learning

First, we would like to welcome the fact that the External Evaluation Committee (EEC) finds that the teaching component of the program is well designed, cohesive and applied and it is unique and closely related to the contemporary needs of society.

We highly agree with the EEC, that this uniqueness, together with the well qualified and experienced teaching staff in terms of specialist skills, and the strong links with the private security sector, the government department and various agencies, give a great value to our program.

The EEC also recognizes the great amount of investment already put into the program in terms of infrastructure and teaching material and feels positive that is going to be continued. We assure that since this program is part of a multilevel long-term strategic plan, we will invest in numerous aspects in order to fulfill our goals.

We strongly believe that the recommendations and suggestions made by the EEC are valuable and will strengthen and upgrade our program. Based on the EEC report, the main points raised are:

- i. Establishment of a Pedagogical unit that will have the full responsibility for the implementation and monitoring of the distance learning programs***
- ii. Establish administrative support mechanisms for students and teachers for distance learning programmes***
- iii. Seek to appoint academics with a relevant Ph.D. degree***
- iv. Encourage academic staff to be more involved in research activities within the field of Security Management, publish in recognized journals and participate in international conferences***
- v. Structure and content of the program of study***

Therefore, we would like to demonstrate our immediate response and specific measures already taken to address the above suggestions.

i. Establishment of a Pedagogical unit that will have the full responsibility for the implementation and monitoring of the distance learning programs.

The EEC suggests the recruitment of a Distance Learning Specialist that will establish procedures and mechanisms for the systematic control and regular and effective improvement of the supportive services.

We totally agree with this suggestion and like to point out that we had already announced this position (January 2019) but wanted to finalise the recruitment after getting the external evaluation report. Dr. Leandros Savvides who has been recently appointed as a Distance Learning Director, is responsible to run and coordinate the Unit and provide pertinent professional development programs for faculty to practice. In coordination with other internal departments he will be developing schedules, gather data, and prepare reports as necessary. He is also responsible for scheduling the distance learning program in collaboration with Program Coordinator.

In addition to the above, we revised the College’s structure (appendix 1) to support distance learning programs and already recruited a number of personnel in order to run the Distance Learning Unit (DLU). The DLU is responsible for the implementation and monitoring of the distance learning programs, having the following personnel:

- **Dr. Leandros Savvides** - Distance Learning Director
- **Mr. Marios Michael** - Distance Learning Operations Coordinator
- **Mrs. Demetra Savva** - Distance Learning Specialist and Instructional Technology
- **Mrs. Katerina Neophytou** - Distance Learning Assistant
- **Mr. Andreas Xyrichis** - Distance Learning Technical Specialist - Moodle Support
- **Mrs. Maria Pelekanou** - Distance Learning - Material Support

Dr. Leandros Savvides	Director	Ph.D. in Business Management MA in Social and Political Theory BA in International Politics
Mr. Marios Michael	Operations Coordinator	MA in Technologies of Learning and Communication MA in Creative Arts and Encouragement BA in Education
Mrs. Katerina Neophytou	Specialist and Instructional Technology	MA in Management MSc in Computing BSc in Computing
Mrs. Demetra Savva	Assistant	MA in Management BA in Computer Science
Mr. Andreas Xyrichis	Technical Specialist - Moodle Support	MSc Information and Communication Systems BSc (Hons) in Computing Degree in Information Technology
Mrs. Maria Pelekanou	Material Support	MBA in Business Administration MA in Planning, Economics and International Development (Education) BA in English Language and Literature

The DLU staff is highly capable and experienced to cope with the procedures and mechanisms of a distance learning program. Their CV's can be found in the appendices section (appendix 3).

The function and responsibilities of the personnel structuring the DLU can be found in the appendices section (appendix 2). The above staff, under the supervision of the Distance Learning Director, is currently going through extensive training in order to gain the necessary knowledge and understand the philosophy under which the Unit will operate, in terms of support, communication, procedures, evaluation, etc., in order to be able to provide to teaching personnel and students, efficient support through their educational process.

ii. Establish administrative support mechanisms for students and teachers for distance learning programmes

The EEC recommends the development of specific criteria to evaluate the administrative procedures and the establishment of statutory mechanisms for the support of students and academic staff for Distance Learning program needs, in terms of communication, mentoring, students' performance, complaints management, disputes, etc.

A quality framework document has been developed, addressing specific dimensions of quality for the delivery of teaching, learning and assessment activities to distance learning students.

The **Quality Framework for Distance Learning Programs** (appendix 4) and the **Faculty Handbook for Distance Learning Programs** (appendix 5), seek to draw attention to the distinctive characteristics of a fully online program (as opposed to a campus-based program which makes use of technology), touching on program design, delivery activities and the support provision offered to academic staff and students.

In addition to the above, a **Student Handbook for Distance Learning Programs** (appendix 6) is prepared to serve as a guide for students taking distance learning courses. The handbook provides information that will assist students in successfully completing a distance learning program. The various topics provide quick reference to information and resources that can easily refer to throughout the course.

iii. Seek to appoint academics with a relevant Ph.D. degree.

Although the EEC recognises the expertise of our academic staff and agrees that their long experience with teaching other programs of similar content is adequately supporting the program of study, they suggest the recruitment of full-time academics holding a Ph.D. degree.

Since this is a unique program of study, involving several core modules directly linked with specific security topics, we strongly believe that the academic staff involved should have a great and continuous experience in the security field.

In one hand, finding academics with a relevant Ph.D. degree in the field of security, having at the same time the adequate field experience, is not easy for a diploma program of study and on the other hand convincing them to get onboard is almost impossible as it would be quite unchallenging for them. In any case, four of the program's existing staff are Ph.D. candidates.

We trust that our academic staff has the relevant and essential qualifications for teaching in the program, all of them holding a Master's degree, which is two (2) levels above the level they are required to teach, and their perceptual subject is consistent with the module(s) they are asked to teach.

- iv. Encourage academic staff to be more involved in research activities within the field of Security Management, publish in recognized journals and participate in international conferences.**

The EEC recommends drafting a written research funding policy and support faculty members to be more involved in research activities, publish research papers in international journals and present papers in international conferences.

Global College recognises the importance of encouraging research activities of all regular full- and part-time academic staff. Therefore, we established and maintain a Department of Research and Development having as a main goal the education, research and social promotion. The mission of this department is to support the academic staff in terms of their development and production of research work.

This Department operates under the guidance and supervision of Professor Andreas Constantinou who assists our academic staff to improve their research work, publish articles and participate in international conferences.

The objectives of the Department are:

- Promoting a plan for the development of academic staff
- Encourage the academic staff to develop research towards their teaching subject
- Presentation of research proposals at local and / or international conferences
- Support the involvement of the academic staff in national and / or international professional organizations within their field of their expertise

The College supports research activities through direct or indirect, internal funding of the academic staff, based on their research activity and/or their participation in local or international conferences.

Publications are valued by a special committee and rewarded on the basis of their importance and the journal in which they are published. Regarding conference participation, the College is paying an allowance for covering a percentage on the participation fee, the accommodation and traveling, based on the destination, duration, conference importance and involvement.

The academic staff involved in research activities, teach twelve (12) hours per semester, provided that the three (3) hours are appropriately and systematically devoted to research and / or professional activities related to their perceptual subject.

v. Structure and content of the program of study

The ECC finds the program well structured and the teaching component well designed, however they made several recommendations that will improve the teaching material. After evaluating these recommendations, we decided to fully adopt them.

- Translation of key text to Greek language
- In the future, the Program Coordinator should provide an assessment matrix (scheduling of assignments and types of assignments) and a learning outcome assessment table
- Detailed assessment methods and online activities among students

We recruited Mrs. Maria Pelekanou as a proofreader, translator and editor at the DLU. Mrs Pelekanou is an English teacher and a full-time faculty at Global College. She now has the responsibility of translating key text to Greek language. Her CV's can be found in the appendices section (appendix 3).

Although it is agreed that the Program Coordinator has a good understanding of the program and the challenges in becoming an online program, and unquestionably has the qualifications and experience to efficiently coordinate the program, we recognise the volume of extra work created by inaugurating the distance learning program. Therefore, we have assigned Mr. Stavros Ioakim as a Program Coordinator Assistant. Mr. Ioakim is an experienced full-time faculty member, with great expertise in the field of security management studies and was the previous Program Coordinator. His CV can be found in the appendices section (appendix 3).

The Program Coordinator and the Program Coordinator Assistant will work closely with the DLU and the academic staff involved in the distance learning program in order to guarantee that the content of courses and modules, and the corresponding educational activities (i.e. assignments, online activities, etc) are suitable for achieving the desired learning outcomes with regards to the knowledge, skills and abilities.

Final remarks

At Global College, we recognize that Distance Learning and the use of technology has a crucial part to play in higher education, and that enhancing learning, teaching and assessment through the use of technology is one way we can address our strategic vision and mission in higher education.

An integral part of our approach to the learning design of our e-learning courses is the institutional commitment to help our faculty develop optimal teaching material and to help our students develop higher-order skills of critical analysis, reflection, and problem-solving.

By implementing and adopting all the suggestions and recommendations, we managed to strengthen our program. We assure, that since this program is part of a multilevel long-term strategic plan, we will invest in numerous aspects in order to fulfill our goals. It can be seen from the above-mentioned steps already taken, that we have responded positively to every comment raised by the EEC. Based on the above recommendations we were able to establish a DLU and set the procedures and policies.

Taking into consideration that the program has the appropriate structure, consistency and content, that this is the only program delivered in Cyprus and Greece, the remarkable experience we have gained over the last eight years that the program is offered in a conventional form, the direct link with the market and the unique experience of our academic staff, we are certain that the program will be a success.

At this point, we would like to send our regards to the EEC for their exceptional, thorough and valuable report and for the productive discussions we had during their site visit.

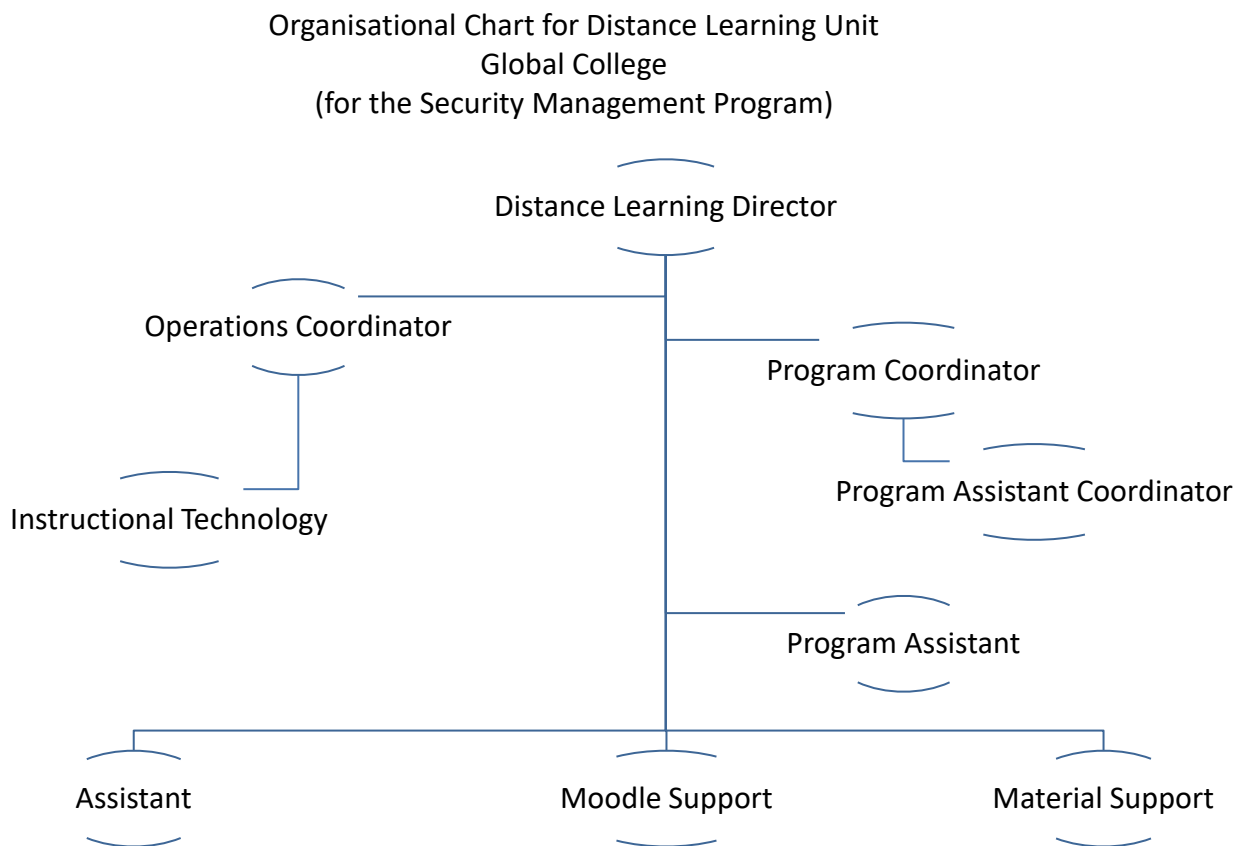
Looking forward for the final approval, and we are at your disposal for any further details

With regards

Dr. George Kriticos
General Director

APPENDICES

Appendix 1 - Organisational Chart for the Distance Learning Unit (DLU)



Dr. Leandros Savvides	Director	Ph.D. in Business Management MA in Social and Political Theory BA in International Politics
Mr. Marios Michael	Operations Coordinator	MA in Technologies of Learning and Communication MA in Creative Arts and Encouragement BA in Education
Mrs. Katerina Neophytou	Specialist and Instructional Technology	MA in Management MSc in Computing BSc in Computing
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Mr. Andreas Xyrichis	Technical Specialist - Moodle Support	MSc Information and Communication Systems BSc (Hons) in Computing Degree in Information Technology
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Appendix 2 - Duties and responsibilities of the Distance Learning Unit personnel

Distance Learning Director

Under general direction, plans, organizes, manages, oversees and evaluates the operations and activities of the Distance Learning Unit. The position is responsible for developing and implementing policies, procedures and guidelines for management; guiding the development and coordination of technologies and support services to support the growth in online programs and blended learning; researching, evaluating and providing expert professional assistance on instructional technology and distance learning issues; and performing related duties as assigned.

Essential responsibilities

- Leads, promotes and encourages the development and implementation of innovative technology, related to instructional resources and delivery methods.
- Plans, organizes, controls, manages and evaluates the work of the Distance Learning Unit; with subordinate staff, participates in establishing operational plans and initiatives to meet department goals and objectives; implements departmental plans, work programs, processes, procedures and policies required to achieve overall department performance results; coordinates and integrates department functions and responsibilities to achieve optimal efficiency and effectiveness;
- Plans and evaluates the performance of assigned staff; establishes performance requirements and personal development targets; monitors performance and provides coaching for performance improvement and development; provides or recommends compensation and other rewards to recognize performance; takes disciplinary action, up to and including termination, to address performance deficiencies, subject to management concurrence, in accordance with the human resources policies and procedures.
- Provides day-to-day leadership and works with staff to ensure a high performance, customer service-oriented work environment which supports achieving objectives and service expectations; provides leadership and participates in programs and activities that promote a positive employee relations environment.
- Assists with the development and implementation of the Distance Learning Unit based upon the College's, goals and objectives.
- Manages online course development, faculty training and mentoring and quality initiatives for Distance Learning.
- Ensures accessibility issues related to online instruction and instructional technology are addressed and comply with applicable regulations.
- Designs and provides training to faculty and staff in the use of instructional technology, including software applications, Internet, media tools and how to manage content by developing training videos, workshops, classes, and tutoring opportunities.
- Develops and teaches workshops on the latest developments in instructional technology.
- Provides responsive advice, counsel and education to administrators, faculty and staff on instructional technology and distance learning issues and trends. Serves as an informed and knowledgeable resource on distance learning technologies and best practices.
- Monitors regulatory changes and technology trends related to the delivery of distance learning.
- Assures the timely preparation, maintenance and distribution of reports and records as required by the College;
- Provides leadership consistent with the mission, goals and function of the College.

- Commitment to the philosophy and value of institutional collaborative governance based upon a genuine sharing of responsibility.
- Works effectively with students, faculty, and staff from multi-cultural backgrounds and promotes access and equity; as well as works cooperatively and coordinates projects with other administrators and staff to offer effective distance learning services to students.
- Applies excellent internal and external customer service and directs staff in developing excellent customer service practices. Applies and uses effective interpersonal skills (tact, patience, courtesy).
- Maintains an understanding of current ideas, trends, and practices pertaining to the areas of responsibility for this position.
- Performs related duties as assigned.

Distance Learning Operations Coordinator

The position coordinates distance learning including telecourse services and online instructional delivery services. The position is responsible for scheduling distance learning classes in collaboration with Program Coordinator and disseminating information of services within the College. The position requires collaboration with the Distance Learning Director in maintaining operation of the Distance Learning Unit to provide pertinent professional development programs for faculty. The position also requires coordination with the other internal departments in developing instructional technology training schedules, assisting the Director in promoting distance learning classes and services within the College and to the community; gathering data, and preparing reports as necessary.

Essential responsibilities

- Support and assist students and faculty on a daily basis as it relates to distance learning questions and issues
- Plan, Coordinate and Conduct training activities for faculty and staff related to distance learning technologies and best practices to distance learning course development
- Disseminate information and promote programs on professional development opportunities to faculty and staff (including but not limited to face-to face conferences, online conferences and webinars, satellite and teleconferences,)
- Recommend and implement operating procedures and make daily operational decisions for distance learning related to communication with students, faculty, instructional divisions and service departments
- Provide support for distance learning faculty and students, and serve as a liaison for students
- Promote services of distance learning and disseminate information including but not limited to brochures, bulletin boards, and the Internet
- Assist the Distance Learning Director on operational procedures related to improving and expanding distance learning services
- Maintain accurate information on college web page and printed schedule as well as on web pages that market DL courses
- Collaborate with instructional divisions, public libraries and student service offices to resolve problems and to insure program operates smoothly
- Ensure compliance with telecourse licensing and notify supervisor of license renewals
- Schedule and conduct student orientation for distance learning students
- Facilitate the collection of information as it pertains to the schedule of distance learning assuring accuracy, delivering that information to marketing for inclusion in printed schedule of courses by deadline; develop and maintain the distance learning advertising within the printed schedule
- Assist in distance learning program assessment
- Advise telecourse faculty of new materials as they become available and suggest new telecourse classes based on materials received
- Organize and implement the planning of departmental activities, processes and technology needs
- Gather data and develop reports as necessary or requested
- Assisting with the registration of students with special needs into distance learning courses
- Other duties as assigned by the Director as related to the job description

Distance Learning Specialist and Instructional Technology

The position provides the faculty with technological support in developing online, hybrid, and Web-enhanced courses, and administering the use of Web-course management tools.

Essential responsibilities

- Administer the course management system, working with faculty and administration to ensure compliance with contractual on policy issues
- Create courses, enroll students, and enroll faculty in the course management system as requested.
- Assist faculty and staff in developing web enhanced courses
- Respond to requests for assistance from faculty and students; resolve and follow-up on requests and needed
- Consult with faculty on instructional design issues related to developing online learning environments
- Train faculty on the course management system, and other distance learning/technology/software topics related to distance learning
- Provide general support for faculty web development, instructional design, media materials for distance learning environments
- Assist the Distance Learning Director for instructional improvements and planning, coordinating, and conducting special topic workshops in other new and emerging technologies
- Collaborate and cooperate with Distance Learning Unit in the planning, designing, promotion, and teaching of educational technology workshops, and demonstration designed for faculty members who are developing online, hybrid, and enhanced courses
- Create and publish online resources for training and support of the course management system, and other distance learning/technology/software topics related to distance learning
- Test, evaluate, recommend, implement, and pilot new and emerging technologies related to distance learning
- Create multimedia and interactive learning tools for faculty to use in their online learning environments
- Facilitate communications regarding server status and course management system issues to faculty, students and administration
- Collaborate with the administration and faculty members of other divisions to develop online, hybrid, and enhanced courses
- Administer student accounts on instructional web server as required by faculty initiatives
- Facilitate the maintenance and upgrade of the equipment as needed.
- Participate in professional development activities, such as workshops and conferences to keep abreast of new developments in the instructional uses of technology
- Bring in opportunities for faculty and staff conferences
- Other duties as assigned by the Director as related to the job description

Distance Learning Assistance

To position provides primary student/customer service support necessary for the student to interact efficiently and successfully with the Distance Learning Program. Serves as an interface between students and the various systems and services in place with the Distance Learning Program

Essential responsibilities

- Organize and implement the daily activities of the telecourse office
- Maintain an inventory of video and audio courses
- Provide updated telecourse materials to Counseling, Registration and other departments
- Perform operational tasks, including processing mail, ordering supplies, record keeping, student packet preparation, etc.
- Provide face-to-face, phone, and electronic communication support for students, staff, faculty, and community related to online courses
- Coordinate the schedule, tasks, training, and support for the telecourses
- Maintain a working and current knowledge of distance learning technologies
- Maintain good working relationships with staff and faculty
- Assist Distance Learning Operations Coordinator with the coordination of the programs
- Maintain the confidentiality of student records in the distance learning programs
- Other duties as assigned by the Director as related to the job description

Distance Learning Technical Specialist - Moodle Support

The position provides the faculty and students with technological support in developing online, hybrid, and Web-enhanced courses, and administering the use of Web-course management tools. The position is responsible for Moodle support regarding access, material, courses and technical issues.

Essential responsibilities

- Manage courses and user accounts across multiple Moodle installations and versions.
- Liaise with academic and administrative colleagues to identify and release the latest course material to learners, and to assist in the management of assignments.
- Proactively prepare Moodle courses in anticipation of upcoming programs, providing suitable access to colleagues and external partners as needed.
- Support colleagues, external partners and learners in the effective use of Moodle.
- Offer first line support and liaise with colleagues to resolve any Moodle technical issues that arise. Become a first point of contact for learners and colleagues with Moodle issues.
- Manage course documents and maintain effective version control.
- Other duties as assigned by the Director as related to the job description

Distance Learning - Material Support

The position provides the faculty with proof reading services for the material prior uploading them on Moodle. The position is responsible for translating key text to Greek language

Essential responsibilities

- Translating key text to Greek language
- Proof read existing course documents, and review course administrative areas for suitability, including maintaining a consistent look and feel across our courses
- Assist faculty and staff in developing web enhanced courses
- Other duties as assigned by the Director as related to the job description

Appendix 3 - CV's of the personnel formatting the Distance Learning Unit

Dr. Leandros Savvides - Distance Learning Director

Dr. Leandros Savvides

Email: lea.savvides@gmail.com Tel: 99873326

Address: Archiepiskopou Makarioy 124, Kaimakli, Nicosia

OBJECTIVE

Exploring teaching opportunity in the field of Business Management

PERSONAL PROFILE

My experience involves both academic and civil society projects, in which I was interested in interdisciplinary, complex and qualitative subjects. My primary interest is to combine social studies with business and vice versa. For this matter, my experience in the civil society sector has been vital for my development in this direction. Specifically, from July 2012 until July 2013 I worked at KISA, a nationwide civil society non-profit organization which provides counselling and other services to vulnerable migrants. I have worked as a social centre coordinator, organizing cultural and other events. In addition, I participated in research and report writing. During that year, I have participated in the Cyprus Presidency of the European Union Migration conference. I have been in European meetings of platforms such as Unite and European Alternatives among others. Furthermore, in 2012 I have joined forces with director Iva Radivojevic and helped as producer to the creation of the visual essay "Evaporating Borders", which has premiered in January 2014, at Rotterdam International Film Festival and screened to several others.

In October 2013, I joined the University of Leicester and started my PhD at the School of Management where I gained considerable teaching experience in business management modules. My research captures the movement of 3D printing technology and practice from its inception to the industry and hacking, hobbyist spaces. It aims to provide an ethnographic narrative intersecting between business, political economy, science and technology studies, utopia and innovation studies.

EDUCATION

PhD | September 2013 - June 2018 | University of Leicester (School of Business)

Diploma, The New World (dis)Order and the Challenge of Social Justice: Ethics and the Decolonial Option, Utrecht University (Roosvelt Academy, Middlebrugg, Netherlands) 2012

MA – Social and Political Theory | September 2011 - September 2012 | University of Sussex

BA – International Politics / Sociology | September 2007 - July 2011 | Manchester Metropolitan University

The Grammar School Nicosia – 1998 - 2005

EMPLOYMENT HISTORY

University of Leicester, October 2013 – September 2017, Graduate Teaching Assistant

Consultant | Qpolitics | 1/04/2017 – 1/07/2014

Communications Officer – Projects and Social Centre Coordinator | Kisa (NGO) | 1/07/2012 – 31/07/2013

TEACHING EXPERIENCE

Between the years 2014 and 2017 I have taught several modules at the School of Management (which later became School of Business) for the purposes of fulfilling the position of graduate teaching assistant at the University of Leicester. The position involved to work with several groups preparing and delivering seminars, helping students' one-on-one meetings with module materials and assignment/exams preparation, marking exams/assignments. The group size was between 15-30 individuals, from different ethnicities around the globe and the modules were taught in English. Most of the students in class used English as a foreign language. From September 2014 and May 2017, I have worked with circa 600 students in total along with conducting my research. The modules included were both optional and nonoptional, focusing on a variety of aspects in Business Management degrees, but also other degrees who had such modules integrated as optional. Recurring themes were leadership and organisation behaviour, integration of science and technology in everyday business environments, social and political environment which affects business practises and market structure or theories explaining the 2007 collapse of the dominant economic order.

September 2014 to May 2015

1. International Business Environment
2. Organizational Behaviour
3. Cyberpsychology at Work

September 2015 to May 2016

4. International Business Environment
5. Organisational Behaviour
6. Crisis Management

September 2016 to May 2017

7. Foundations of Knowledge

TEACHING SKILLS

Delivering seminars and lectures

Able to communicate through a variety of formats both online and offline

Classroom management

Practical problem solver

Attention to detail

Able to handle sensitive data

Teamwork

RESEARCH

My research thesis “**3D printing: politics, material hacking and grassroots innovation**” is an exploration into the dynamics behind the rise and utilization of the technology by a) large mass manufacturing corporations and b) non-proprietary resilient spaces of co-production, between working and play. My research interests include technology and its place in contemporary work and society, alternative and resilient organisations/economies such as the circular economy, Technoscience and utopian studies, and digital economy. My thesis research involves fieldwork along with a theoretical interdisciplinary approach towards 3D printing - not only as a tool, but more importantly as social relations as well as relations of production - across a spectrum that encompasses social and political theory in conjunction with critical management studies.

CURRENT RESEARCH METHODS

Qualitative (Ground Theory, Ethnographic methods, Discourse Analysis, Theory)

CONFERENCES PRESENTED

1. **Heterotopias of productive resistance and living**, *Megacities and Development*, Cairo, June 2018
2. **3D printing in Hackerspaces as heterotopias of production**, *FSCONS conference*, Gothenburg, November 7, 2015
3. **3D printing: utopian visions, work, futures**, *Appropriating science and technology for societal change*, Nordic Summer University, Gothenburg, 27 February – 1 March, 2015
4. **The scientific management of migration in Cyprus: the racialisation of labor**, with Constantinos Constantinou, *Historical Materialism*, London, November 6-9, 2014
5. **3D printing: politics, hacking and innovation between industry and hobbyism**, *What is so Critical?* Leicester, September 16-17, 2014
6. **Social Capitalism? A Marxist critique of cooperatives in a capitalist system**, *AS 3rd International Conference*, Loughborough, September 3-5, 2014

FUNDED RESEARCH PUBLICATIONS

1. “AT THE LIMEN The implementation of the return directive in Italy, Cyprus and Spain” for EACEA - Education, Audiovisual and Culture Executive Agency
2. ENAR Shadow Report 2011-2012 “Racism and related discriminatory practices in Cyprus” for European Network Against Racism
3. eMore Project – Hate speech online (Cyprus) 2018

SELECTED OPINION ESSAYS

1. Με Χρίστο Κωστόπουλο - *Πληροφόρηση και ιδεολογία στο νέο τεχνολογικό περιβάλλον*, 9 Μαρτίου, 2016, δημοσιεύθηκε στον “Διάλογο”
2. Με Δάφνη Μαγγαλούση - *Νταβός: 4η βιομηχανική επανάσταση* 7 Φεβράρη, 2016, δημοσιεύθηκε στον “Διάλογο”
3. Με Χάρη Γεροσίδη - *Κλιματική Αλλαγή, πολιτική και ασφάλεια: με αφορμή το COP21 στο Παρίσι*, Dec 6, 2015, δημοσιεύθηκε στον “Διάλογο”
4. *Τα έξυπνα κινητά ως πλατφόρμες και νέα πεδία κερδοσκοπίας*, 10 Γενάρη, 2016, δημοσιεύθηκε στον “Διάλογο”
5. *Ένας χρόνος στο διάστημα*, 2 Νοεμβρίου, 2015, δημοσιεύθηκε στον “Διάλογο”
6. *Επιστήμη, Τεχνολογία και κοινωνικο-οικονομικό σύστημα* 5 Οκτώβρη, 2015
7. *King Richard III's re-burial can tell us more about hyperrealism than the actual historical event*, April 2, 2015 @ CPPE (Center for Philosophy and Political Economy)
8. *What does the Syriza win mean?* January 26, 2015 @ CPPE (Center for Philosophy and Political Economy)
9. *Freeters: μια γενιά υποχείριο των McJobs.* | Κυριακή, 06 Απριλίου 2014 | Δημοσιεύθηκε στο CyprusNews

FILM AND PHOTOGRAPHY

1. *Evaporating Borders*
Producer collaborating with Iva Radivojevic Abstract: A visual essay in five parts, *Evaporating Borders* is told through a series of vignettes and explores the lives of asylum seekers and political refugees on the island of Cyprus Film Website: <http://www.evaporatingborders.com/>
2. *Hail Hail Freedom in Cyprus*
Associate producer working with Iva Radivojevic Abstract: On the island of Cyprus, the filmmaker Iva Radivojevic explores how the economic crisis has contributed to a rise in hostility toward immigrants. This piece was part of collaboration with New York Times.
3. *Photography Portfolio* - [instagram.com/lea.savvides](https://www.instagram.com/lea.savvides)

Marios Michael

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PERSONAL INFORMATION

Address 5, Amarousiou Street, Strovolos, Nicosia - Cyprus
Nationality Cypriot
Date of birth 14th of September 1990

EDUCATION & PROFESSIONAL CREDENTIALS

Sept. 2014-Present **Master (MA),**
Department of Education Sciences
European University Cyprus
“Technologies of Learning and Communication”

Sept. 2014-Aug 2016 **Master (MA),**
Global College Cyprus
“Creative Arts and Encouragement: Acquisition of the identity of an inspiring educator
through the coupling of psychology, pedagogy and visual arts”.
Grade: Merit

Sep. 2010-Jul 2014 **Bachelor (BA),**
Department of Primary Education,
School of Education,
University of Crete, Greece
Grade: 8.45 out of 10

Sep. 2005-Jun 2008 **High School Diploma**
Lyceum of Archaggelos "Apostolou Marcou", Nicosia
Grade: 19.5 out of 20

PROFESSIONAL EXPERIENCE

Sep. 2018-Present **Global College**
Part of the internal team of Moodle support team, constructing the diploma in Security Management (Distance Learning Program) which is currently going through the accreditation process.
Part time.

Sep. 2018-Present **EDUC8**
Owner: Teacher and Robotic Instructor (Lego, Engino, Arduino, Edison, Blue bot)
Part time.

Sep. 2017-Present **Creative Learning and Play Center for Children Cyprus (CLaP3C)**
Robotic Instructor (Engino and Lego)
Part time.

Sep.2016-Present **Gymnasium - Lyceum "Olympion"**
Teacher and Head of Department of European Projects and Innovate Technologies
(Administrator of the Learning Management System)
Full time.

Sep.2016-Present **Pathway Institutes, Nicosia**
Teacher (Preparation for Entrance Exams)
Part time.

Oct. 2016-Present **Cyprus Ministry of Education and Culture**
Teacher (Optional All-Day Primary Schools)
Part time.

Nov. 2015-Jun. 2016 **Cyprus Ministry of Education and Culture**
Assistant/Escort to a deaf teacher
Full time

TRAINING COURSES / SEMINARS

Dec. 2017 **European Association Erasmus Coordinators & Thales Foundation**

“Preparation of Proposals and Management of European Projects Under Erasmus+”

Nov. 2017 **United Nations Youth and Student Association of Cyprus:**
How can the educational system become more effective?

“Technological development in education”

Presenter

Sep. 2017 **DigiPro**
“Reimagining the 21st Century Learning Habitat with Effective Integration of Mobile Tech from Middle to High School Years”

Oct. 2016 **14th Pancyprian Conference of Cyprus Pedagogical Association**

«Χρήση του Scratch Jr για τη διδασκαλία του εμβαδού και της περιμέτρου τετραγώνου και ορθογωνίου με οθόνες αφής: Δυνατότητες και Προοπτικές»

Presenter

«Δημιουργία και χρήση ψηφιακών παιχνιδιών μέσω προγραμματιστικών εννοιών στη διδακτική των μαθηματικών, παιγνιώδη τρόπο»

Presenter

- Nov. 2016 **Cyprus Youth Council: Youth Participation in Policy Dialogue**
“Invest in YOUth”
- Apr. 2016 **Cyprus Pedagogical Institute**
«Αξιοποίηση του ψηφιακού παιχνιδιού στη διδασκαλία και μάθηση των Μαθηματικών»
Presenter
- Oct. 2015 **Cyprus Youth Council: Youth Participation in Policy Dialogue**
“Rights in the hands of young people”

MEMBER IN SCIENTIFIC GROUPS

- 2018-Present **The Erasmus Plus Project 'Mobilize YOUrself: living and working in EU'**
Co-ordinator
- 2018-Present **Young Representatives House of Parliament**
Chair of the Education Committee
- 2018-Present **Cyprus Youth Council: Pool of Trainers**
Trainer for Non-Formal Education
- Dec. 2017–Present **Institute of Electrical and Electronics Engineers**
Member and Web Master of “IEEE DAY”
- Sep. 2017-Present **European Parliament Ambassador School**
Senior Ambassador
- 2017-2018 **Youth Business Network**
Board Member
- 2017-2018 **Cyprus Pedagogical Institute: “Innovative Schools”**
Co-ordinator
- 2016-2018 **Youth Ambassador of Cyprus Youth Council for Structure Dialogue**

Apr. 2017

Erasmus+: “YOUropeans on the move-migrants between integration and tradition”

(3 years)

Member

CONFERENCES AND COMPETITIONS

2017-2019

European Parliament

Participated as the only Cypriot Professor at the European Parliament’s Testing Panel on the inclusion of digital information in education

Jun. 2018

Pancyprrian Robotics Competition Robotex

Award: 1st place

Jun. 2018

World Robot Olympiad

Award: 1st place

Feb. 2018

Euroscola Programme

Co-ordinator of Cyprus team

2017

Pancyprrian Robotics Competition Robotex

Award: 1st place

2017

World Robot Olympiad

Award: 1st place

COMPUTER SKILLS

Sep. 2016

European Computer Driving License (ECDL)

ECDL: Setting the Standard for Computer Skills Internationally.

Learning Management System

Experienced user

LANGUAGES

Greek (Mother tongue)

English (Excellent)

French (Basic User)

Sign Language (Basic User)

FURTHER QUALIFICATION

2015-Present

Planning and Organizing Summer Schools

2008-2010

Coach of table tennis

2008-2010

Coach of archery

2008-2010

Completion of Military Service in the Grade of Lieutenant

Katerina Neophytou

Personal Details	Nationality: Cypriot Date of birth: 15 th May 1981
Education	<ul style="list-style-type: none">▪ September 1993 - July 1996 Gymnasium of Linopetras, Limassol▪ September 1996 - July 1999 Agios Nikolaos secondary school, Limassol Direction: Applied Science Certificate: 17/7/11▪ September 1999 – June 2003 University of Cyprus Science Department Degree : Very Good Graduate Date: June 2003• September 2003 – 2007 University of Cyprus Master in Advanced Information Technology (Master CS)
Experience in Computer Science	Summer 2001 <i>Everex (Company in Limassol which deals with the production of small programs and with sales and maintenance of computer systems)</i> I was involved mainly in the assembling of computer hardware and installations of software. June 2002 – August 2002 I was employed by GLORY company in the programming department.
Programming	I was involved in the development of the code and the operation of a touch screen machine. The programming language involved was C/C++. September 2001 – August 2002 University of Cyprus, (Computer Science Department in co-operation with the Cyprus government, and particularly with the structure-of-buildings department).

System Analysis, Planning, Developing

I participate in a five-member team which collected the demands of the department, analyzed them and then proceeded with the planning and development of a system used to computerize the department.

April 2003

Participation in a three-member team which developed the feminanza Cyprus organization website. (www.feminanza.org.cy).

September 2002 – June 2003

In the framework of my master thesis I was involved in the analysis, planning and development of a system which used to record the human Genotype with the use of data mining SQL Server and Delphi.

Seminars

As a lecturer

- July 2007 (Global College)
 - Spreadsheet (Excel) Seminar subsidized by the Cyprus Human Resource Development Authority
- May 2008 – July 2008 (Global College)

I participated in a female unemployment training program for women easier access in the labour market, subsidized by the Cyprus Human Resource Development Authority and the E.U.

The courses I lectured include:

- Elderly house carers (6 hours)
- Retail trade salespersons (6 hours)
- Office Administration (6 hours)
- May 2008 – July 2008 (Global College)
 - Lecturing in the seminar titled Office Administration about computer and internet use.

As a trainee

- February 2008 (CYTA – Ministry of Education)
 - Internet Security
- March 2008 (People Achieve)
 - Presenting with Impact
- July 2008 (ECDL)
 - Certified training Professor(CTP)
- April 2009 (High School OLYMPION)
 - First Aid
- February 2010 (Global College)
 - Emergency and Danger managing

Publications

Chemical action Model Predictor with the use of genetic programming (Deriving Quantitative Structure-Activity

Relationship Model Using Genetic Programming (*Katerina Neophytou, Christos A. Nicolaou, and Constantinos S. Pattichis, Senior Member, IEEE, University Of Cyprus, July 2007*)

Skills and knowledge	Programming Languages C, C++, Java, Prolog, SQL, MIPS, Delphi.
Programs	IBM AIX, Sun Solaris, Microsoft Windows 3.1/95/98/2000/XP, emacs, Rational Rose, MATLAB, Adobe Photoshop, Paint Shop Pro, SmartDraw, Oracle (Designer, Forms Builder, Reports Builder, PL/SQL), Case Studio 2, Macromedia Dreamweaver, Microsoft Office 97/2000/XP, Microsoft Visual Studio 6, Image Modeler, Delphi, DB Miner2, Moodle.
Foreign Languages	English, French
Other interests	During summer 2000 and summer 2001 I was working as a swimming trainer for the Limassol nautical club. Since 1999 I have worked as a time recorder and judge in all swimming events. I have also worked as a judge in water-polo games. I have also participated in the Ecological Team of a private high school OLYMPION and in the Comenius European Program of students and teachers exchange.
Hobbies	Swimming, Basketball, Water-polo, table-tennis, Diving, Cinema, Reading, Gymnastic.

Demetra Spanou

17 Isiodou Street, Strovolos , Nicosia (Cyprus)

96674955

demetra.spanou@gmail.com

PERSONAL STATEMENT

Dynamic, creative and ambitious person with good organisational skills, a varied customer service and educational work experience background. As a graduate in Computer Science I am seeking a career in web design or education or IT sector. I am excellent in working under pressure and I consider myself dedicated and a good team player.

WORK EXPERIENCE

10/2018-Present Global College Nicosia, IT Department
Moodle Platform Administrator

- Designed from scratch the educational platform Moodle
- Responsible for the Moodle database maintenance
- Responsible for the security and backup of the website
- Responsible for the uploading of the website data
- Support Students and Teachers for Moodle Platform
- Provide training to teachers and prepare Moodle Training Syllabus
- Responsible for teachers' recordings for distance learning programme

IT Technician

- Fix and Install any Computer Drivers and Printers in computer labs
- Installation of any educational software in computer labs
- Fix network problems and internet troubleshooting

Computer Teacher

- Teaching Computer Essentials and Online Essentials for ECDL Exams

10/2016 – 10/2018 CDA College, Nicosia
Computer Teacher

- Teaching ICT for UNICERT exams
- Teaching Information Systems for foreign students
Teaching Material:
 - Information Systems I
 - Information Systems II
 - Introduction to Programming
 - Introduction to Visual Basic
 - Introduction to Computer Systems
 - Introduction to Java Programming Language
 - ECDL / Unicert Word, Excel, PowerPoint, Internet, Outlook, Windows, Access

10/2013-6/2014 **Global College Nicosia - Olymbion Private School**
Computer Teacher, Substitute

- Computer Teacher for ECDL Core and Advanced
- Teaching students from scratch the basic material in order to prepare them for their examinations

1/2012-5/2015 **Cyber Kids Centre, Nicosia**
Computer Teacher

- Teaching ECDL Core, E-Kids and ECDL Advanced with students with learning difficulties or disabilities
- Trained in “How to use Robots in education”

9/2011-1/2012 **The Grammar School, Nicosia**
Computer Teacher, Substitute

- Responsible for all first and second classes for their training in the ECDL CORE

Customer Service & IT Experience

0/2015-6/2016 **Resulco Ltd**
IT Engineer-Web Designer -Office Administrator

- Trained in Sophos Antivirus Console
- IT support to other companies regarding email, network, software & office support
- Design the Website of the company

9/2013-10/2013 **Ministry of Energy, Commerce, Industry and Tourism**
IT Department

- Employed for 6 months to achieve working experience in our sector (ANAD Plan)

5/2012-9/2012 **Cablenet Communication Systems Ltd**
Technical Support Agent

- Solving problems that customers face with internet, telephone and television services
- Working under pressure and as a team member

9/2008–8/2011 **CYTA–Telecommunications**
Technical Support Agent

- Trained in call centre (132) in the department of DSL ACCESS, CYTAVISION and BROADBAND TELEPHONY.
- Trained in KPI'S rules for a better communication with customer/ difficult situations
- Provided technical support to CYTA's customers
- Organised into a multi-tier support system for handling of calls efficiently
- Register complaints from disappointment client

EDUCATION AND TRAINING

- 2013-2015** **MA in Management**
University of Wolverhampton
- 2006-2012** **BA in Computer Science**
European University Cyprus, Nicosia (Cyprus)
- 2003-2006** **School Leaving Certificate – Apodyterium**
Lyceum of Archbishop Makariou C, Dasoupoli

PROFFESIONAL SKILLS

Mother tongue(s) Greek **Other Languages:** English

Communication skills: Good communication skills gained through my experience as support agent and teacher

Job-related skills: IT SKILLS

- Web design in Dreamweaver, HTML, CSS, Javascript, WORDPRESS and JOOMLA
- Photo Editing in Adobe Photoshop, Adobe Illustrator
- Programming in C++, JAVA, Pascal, Visual Basic, Visual Studio
- Database in Oracle SQL, Microsoft Access, MySQL
- Microsoft Windows, Word, Excel, PowerPoint, Access, Outlook and Internet
- SAP Business One Database, Microsoft Exchange

Seminars

- KPI'sRules -**CYTA Call Centre**
- Customer Service Support -**Cablenet**
- DreamweaverSeminar -**ECDL Expert**

Andreas Xyrichis

Date of Birth: June 20, 1980

Marital Status: Married (1 child)

Contact phone: +357 99 486540 e-mail: a.xyrichis@gmail.com

Home Address: 8 Karditsis str. Flat 104 2301, Lakatamia Nicosia, Cyprus

WORK EXPERIENCE

09/2015 – to date

- **Global College**

- **Lecturer**

- **Introduction to Computers and Technologies**

(Automotive Dept. *Electrical Technicians Dept. Mechanical Technicians Dept.*)

IT basic concepts, word processing and presentations, spreadsheets, databases

- **Programming**

(Computer Technicians Dept.)

Programming skills, object-oriented programming in Java, Visual Basic Programming

- **Technical Support and Computer Maintenance**

(Computer Technicians Dept.)

Laboratory practice in hardware maintenance, operating systems installations, troubleshooting and support based on CISCO IT ESSENTIALS.

- **Digital Systems**

(Computer Technicians Dept.)

Binary System, Logical Gates

09/2008 – Today - Global College

IT Administrator

- Computer labs administration
- Educational and examination software administration
- Network administration
- Staff technical support and training

09/2008 - 06/2014 - OLYMPION High school and PATHWAY Tutors Computer Teacher

- ECDL Core and Advanced
- 3rd Grade Programming (Pascal)
- Other modules

09/2009 – 12/2010 - Revit European Program - Trainer

- Training adults on distance learning technologies and life-long learning

07/2006 – 06/2007 - Engomi Nokia Shop - Store Manager

- Sales
- Mobile phones repairs

- Customer service
05/2004 – 09/2004 - CYTA - Internship
- Worked on the «TV Channels” and “Web Cams” projects on the “i-choice” platform including capturing, encoding and streaming of analogue video.

EDUCATION

2011 – Today Open University of Cyprus
MSc in Information and Communication Systems

2007 – 2008 University of East London
BSc (1st Class Hons) in Computing
Final Project on Access Control Systems management on mobile devices using Java Micro Edition

2001 – 2005 A.T.E.I Thessaloniki
Information Technology degree transferred to UEL (3rd year entry)

1992 – 1999 The English School

CERTIFICATIONS

- Cisco IT Essentials Certified Trainer
- ECDL CTP - pending

SKILLS

- HTML, JavaScript, CSS, PHP, XML, Java, C/C++, Fortran, Cobol, Python, Pascal, Visual Basic, MySQL
- cPanel, WordPress, eCommerce
- Microsoft Office Suite, Dreamweaver, Photoshop
- Microsoft Windows, Linux/Unix
- Moodle cloud educational platform

LANGUAGES

- Greek
- English

GENERAL INFO

- Military service completed
- Passenger car and motorcycle driving license
- Clean criminal record

INTERESTS

- Theatre – Directing and acting
- Martial Arts – National Judo team ex-athlete

Maria Pelekanou

PERSONAL INFORMATION

36 Alekou Constantinou Street, Strovolos, 2024 Nicosia (Cyprus)

00357 99038986

mpelekanoucy5@gmail.com

Sex: Female | Date of birth 07/04/1991 | Nationality Cypriot

PERSONAL STATEMENT Experienced English Language Teacher and Translator with a demonstrated history of working in the education industry. Particularly skilled in English as a Second Language (ESL), information and communication technology (ICT) and digital literacy, advertising, communication, writing and editing. Strong and passionate sales professional with a Master of Business Administration -MBA from the University of Cyprus. Highly organized, efficient and results-oriented.

WORK EXPERIENCE

09/2014–Present **Business English Instructor, Translator and Teacher of English as a Second Language**
Global College/ Pathway Tutors/ Olympion Private School, Nicosia (Cyprus)

- Teaching English to adults, International students, early childhood students (3-6 years old), primary school students as well as secondary and high school students
- Preparing and delivering lectures to undergraduate students on topics such as IT/technology, security, public relations, office management, marketing and advertising
- Responsible for the **organization, monitoring and execution of projects** at the Institutes ensuring the achievement of great results
- Part of the Erasmus+ and eTwinning programs ensuring their normal operation and high participation by students thus achieving successful continuation
- Writing and delivering structured reports** to the Foundation for the Management of European Lifelong Learning Programmes to receive the necessary grants
- Member of the Junior Achievement club at school, being responsible for the **proposal writing, creation and organization of teams** as well as the **implementation and execution of projects**
- Translator of formal documents

12/2014–07/2016 **Customer Sales Promoter**
Photos Photiades Group (Cyprus)

- Responsible for the exclusive promotion of Photos Photiades Group's products
- Promoting** products in both on-trade and off-trade market using solid arguments to prospective customers
- Establishing a personal contact** with consumers, dealing with their requests, answering queries, offering advice, **researching and providing suggestions** about the products and solving problems the customers may possibly have

- Conducting post-promotion evaluations and **cost-benefit analyses** of existing and potential customers
- Keeping up to date with industry trends, market activities and competitors by identifying product improvements or new products
- Maintaining quality service** and thus positive customer relationships to ensure future business
- Contributing to **team effort**

10/2015–01/2016

Substitute English Language Teacher

State Institutes for Further Education, Ministry of Education and Culture, Nicosia (Cyprus)

- Teaching English as a foreign language

EDUCATION AND TRAINING

09/2017–10/2018

Master of Business Administration (MBA)

University of Cyprus, Nicosia (Cyprus)

12/2015–12/2015

Certificate of Attendance in a Creative Arts and Animation Workshop

Global College, Nicosia (Cyprus)

- Took part in a workshop which included hands-on experience teaching students in an alternative, inspiring, encouraging, motivational and reinforcing way.

05/2015–05/2015

Nicosia Municipality Multifunctional Foundation in collaboration with Cyprus Institute of Marketing: The Cyprus Business School, Nicosia (Cyprus)

Lectures on:

- Entrepreneurship
- Communication Styles and their Importance
- Support for the Development of an Appropriate Networking
- Undergraduate and Postgraduate Studies. What do I do and where?

2013–2014

MA in Planning, Economics and International Development (Education)

UCL Institute of Education, University of London, Faculty of Policy and Society, London (United Kingdom)

Core Modules:

- Planning for Education and Development
- Economic Perspectives on Education Policy
- Education and International Development: Concepts, Theories and Issues
- Dissertation in Educational Planning, Economics and International Development

Optional Module:

- Leadership for the Learning Community

11/2013–11/2013

Paris Study Tour 2013

UCL Institute of Education, University of London (Part of MA Programme), Paris (France)

- Visits to the International Institute for Educational Planning (IIEP) and OECD.
- Tour in IIEP and OECD's headquarters and resources centres.
- Introduced to the work of the aforementioned organisations in education and development.
- Interaction with key people in these agencies.

2009–2013

BA in English Language and Literature GPA 8.06 out of 10

University of Cyprus, Department of English Studies, Nicosia (Cyprus)

01/2012–06/2012

Erasmus Student Exchange Programme

University of Essex, Colchester (United Kingdom)

07/2010–07/2010

Modernism Course

Scottish Universities' International Summer School in Edinburgh, Edinburgh, Scotland (United Kingdom)

2006–2009

High School Diploma GPA 19 6/10 out of 20

Olympion Private Gymnasium and Lyceum, Nicosia (Cyprus)

PERSONAL SKILLS

Mother tongue(s) Greek

Foreign language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
	IELTS Grade 8 IGCSE English Language Grade B1				
French	A2	A2	A2	A2	A2
	DELFL A2 French Language 79.50 out of 100				

Levels: A1 and A2: Basic user -B1 and B2: Independent user -C1 and C2: Proficient user

Communication skills

- Strong interpersonal skills
- Excellent ability to communicate with superiors
- Effective verbal and written communication
- Good and active listener
- Professional, dynamic, passionate and enthusiastic

Organisational / managerial skills

- Good with time management and prioritizing
- Ability to set goals and meet standards
- Ability to take orders
- Ability to take initiatives
- Ability to work under pressure and consistently meet deadlines
- Good at multitasking

- Excellent research skills (critical thinking, analysis and problem solving)
- Eye for detail
- Reliable and trustworthy
- Cooperative
- Team player

Digital skills

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

Digital skills -Self-assessment grid

ECDL Certificate

- Excellent command of office suite (Word processor, Spread sheet, Presentation software)
- European Computer Driving License (ECDL) qualification

Other skills

- Reading: passionate reader of Greek and English literature.
- Exercising: I enjoy leading a healthy lifestyle.
- Sunday-school volunteer: responsible for supervising children during Sunday-schools and occasional events organised by my village's Sunday-school team.
- Causes I care about: Animal welfare, environment, global health, human rights, civil rights, social justice, cultural diversity, gender equality, international development, global learning, marketing and human resources.

Stavros Ioakim

P.O. Box 56129, 3304 Limassol, Cyprus.

Date of birth: 18/8/1967

Nationality: Cypriot

Telephone: +35799661756 Email: sioakim@hsbrconsulting.com

EDUCATION AND QUALIFICATIONS

2013	Bucks new University Business Continuity Management - BCI Diploma
2002 - 2004	University of Leicester MSc Security and Risk Management
1987 – 1994	National Technical University of Athens BSc Electrical Engineer MSc Electrical Electronics Eng.
1979 - 1985	Pancyprian Gymnasium

WORK EXPERIENCE

1994 - 1995	K.L.L Micronet Computers
1995 – 1997	Galatariotis Telecommunications
1997 – July 2013	Laiki Bank <i>Manager Physical Security, Group Business Continuity Plan & Insurance</i> <ul style="list-style-type: none">• Physical Security.• Fire Safety.• Health & Safety.• Group Business Continuity Management System - Business Continuity Plan and Crisis Management (Group Operations - 8 Countries – Cyprus, Greece, Russia, Ukraine Serbia, Romania, UK, Malta,).• Cash Management.• Group Insurance (Group Operations - 8 Countries).• Trainer for Physical Security, Fire Safety, Business Continuity and Crisis Management.
July 2012 – present	Lecturer at Global College
July 2013 - June 2018	HSBR Consulting & Solutions Ltd - <i>Managing Director</i> Lecturer and Coordinator for Faculty of Security at Global College
Sep 2013 - Jan 2014	Tutor in Police and Policing at Open University of Cyprus
Feb 2014	Certified Trainer from Human Resources Development Authority of Cyprus (E000347)
Oct 2014 – Oct 2015	Lecturer in Police Management and Global Security at CDA College
May 2015 – present	Member of the Board of Directors CyBC

SKILLS

TECHNICAL

- Stage 1 of Charter Engineer.
- Technical Training for Coral Voice Switching System.

HEALTH & SAFETY

- Implementation of H&S Management System in a Business. (25h – 16/2/1998 – 13/4/1998).
- Risk Assessment and Management in practice (15h – 24/11/1998 – 15/12/98).
- Workshop “The use of Information Technology in Occupational Safety and Health”. (Year 1999).
- SFESE (Safety, Fire, Environment, Security, Ergonomics) (Years 2001, 2003, 2005).
- Fire protection of buildings (18h – 25/4/2007 – 13/6/2007).
- Education of H&S Officers (82h – 2007).
- Education of H&S Officers (130h – 2008).
- Inspector of H&S system, according to OHSAS 18001 and ISO 19011:2002 (5 Days -2009).

BUSINESS CONTINUITY

- Crisis Management (2 Days – Year 2006)
- The Executive Guide to Business Continuity Management (1 Day – Year 2007).
- Implementing BS 25999 Business Continuity Management (1 Day – Year 2007).
- Writing a Business Continuity Plan (1 Day – Year 1/2007).
- Writing a Business Continuity Plan (1 Day – Year 9/2007).
- Business Impact Analysis (BIA) – Risk Assessment (2 Days – Year 2008).
- Crisis & Incident Management (2 Days- Year 2009).
- Business Impact Analysis & Determining BCM Strategy (2 Days – Year 2011).
- Management and Crisis Communication (14h – 17 – 18/5/2011)
- ICT and Supply Chain issues in Business Continuity Management (25-26/11/2013)

INFORMATION SECURITY

- Implementation of Information Security Management System (ISMS) (2 Days – Year 2008).
- ISMS Risk Management (2 Days – Year 2008).

PHYSICAL SECURITY

- Security Practice and Management Part 1. (8-16 May 2001).
- Cash In Transit – Preventing Measures. (8/2/2001)
- The Security Coordination and Management Course (31/10 – 4 /11/ 2005).

PERSONAL DEVELOPMENT

- Dale Carnegie Course - Effective Communications and Human Relations (13 Days – Year 2005).
- Many other seminars.

CONFERENCE & SEMINARS

- **Speaker:** 3rd EUSTO Workshop with subject “Operational Requirements for Surface Transport Protection”, held on the 4th of December 2015 at European University Cyprus.
- **Speaker:** Cyprus Presidency of the Council of the European Union – Cyprus National Security Authority Conference – Presentation: “Physical Security Issues” held in Nicosia – Cyprus 26-27/9/2012.
- **Speaker:** International Safety- Fire-Environment-Security- Ergonomics (SFESE) Conference & Exhibition – Presentation:” Security – Problems and Solutions” Held in Nicosia Cyprus -28-30/9/2001.
- **Trainer:** Cyprus Organization for Standardization - CYC Seminar, “Business Impact Analysis, Business Continuity Plan in Practice: ISO 22301”, Nicosia 16/4/2015.
- **Trainer:** Cyprus Organization for Standardization - CYC Seminar, “Business Continuity Management System in Practice: ISO 22301”, Nicosia 29/9/2014.
- **Trainer:** Many seminars with subjects: Physical Security (Armed Robbery), Fire Safety, Business Continuity & Crisis Management.

MEMBERSHIP IN PROFESSIONAL BODIES

- Technical Chamber of Cyprus.
- Cyprus Safety & Health Association.
- IET - The Institution of Engineering and Technology.
- ASIS - American Society for Industrial Security.
- BCI - Business Continuity Institute.

The Quality Framework for Distance Learning Programs document is submitted as an external supporting document

The *Faculty Handbook for Distance Learning Programs* is submitted as an external supporting document

The *Student Handbook for Distance Learning Programs* is submitted as an external supporting document