

Alexia Kountouri

Curriculum Vitae

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Nationality: Cypriot

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Gender: Female

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PERSONAL PROFILE

Being a stroke survivor, I have spent some time to terms with my disability and develop my own ways of adapting, coping and solving problems. I believe that this attitude has contributed to my positive approach to life.

SUMMARY OF QUALIFICATIONS

- MSc in Social Research Methods – University of Sussex
- BA degree in Social Work - Frederick University of Cyprus.
- Certificate “ESPIEW” (Entrepreneurial Spirit Improving European Welfare) University of De Hogeschool West - Vlaanderen in Brugge, Belgium.
- Social support for Asylum Seekers held in cooperation with the Enoros Consulting Ltd and Frederick University of Cyprus
- Active member since 2006 of the Youth Group of the Cyprus Family Planning Association (CFPA)

EDUCATION

- **20/09/2011 - 30/08/2012:** MSc in Social Research Methods – University of Sussex
- **2005 - 2009:** Bachelor of Arts in Social Work Frederick University of Cyprus. Grade: Excellent (9.5/10)
- **01/09/2009 - 18/12/2009:** Certificate “ESPIEW” program (Entrepreneurial Spirit Improving European Welfare) of De Hogeschool West - Vlaanderen, Brugge, Belgium.
- **02/2008 - 06/2008:** Participation in the Erasmus Exchange Program at the University of Applied Sciences - Lahti, Finland, doing both theoretical and practical studies
- **1999-2005:** Pascal English School. Apolytirio: 91.7/100

WORK EXPERIENCE

- September 2014 – May 2015: **After-School Supervisor (The Junior School)**
 - Contributing to the delivery of the programme including craft, music, storytelling, games and play
 - Ensuring children's safety and needs both physically and emotionally
 - Monitoring the children throughout the day and dealing with any problems that may arise
 - Instructing children in health and personal habits such as eating, resting, and toilet habits
- February 2010- August 2014: **Finance Assistant (The Junior School)**
 - Handling incoming / outgoing calls, correspondence and filing
 - Creating and modifying documents using Microsoft Office
 - Handling requests for information and data
 - Assist in the reconciliation of accounts
 - Assist in preparing the monthly management accounts
 - Assist in monthly book-keeping
 - Handling miscellaneous queries about school fees
- 01/07-31/07/2007, 01/07-31/07/2008, 01/07-31/07/2009 **Summer School – (Social Services Centre of Ayios Dometios)**
 - Helping the children to read their homework
 - Organizing and participating in recreational activities, group games, educational trips, discussion groups
 - Arranging proper nutrition for children, concerning the quality and quantity of food provided, as far as the cleanliness of premises ensuring the health of children living in them.
 - Assessing the needs of children and their families
 - Instructing children in health and personal habits such as eating, resting, and toilet habits.
 - Counselling to children and families
 - Participating in training, supervision and group meetings

PRACTICAL TRAINING

- 02/2008 - 06/2008: **Multicultural-Culti Centre (Lahti), Finland**
 - Participated in events and activities organized by volunteers such as African night, Russian night
 - Participated in Human Library organized by the City Youth Services as an Erasmus Exchange living book
 - Organised two events with traditions and customs from Cyprus and Greece. The first one included Greek food for the exchange students staying in Lahti area and the second one was "Greek-Cafeteria" and it was open for all the residents of Lahti area.

- 02/2008 - 06/2008: **“Loikala Manor” – Special Child Welfare Unit (Mankala), Finland**

- Participated in groups and activities of children (12 years old and above) with social, behavioural and psychological problems who resided in a specially designed project and received supervision by specialists in order to improve their functionality.

VOLUNTEER WORK

2006- today: Volunteer of the “Girls Hostel” in Nicosia: Volunteer Work - “Girls Hostel” (Child Protection Welfare Unit)

- Participating in events of the “Girls Hostel” (afternoon tea day, Barbeque day, fashion show, Christmas Bazaar)
- Helping the children to read their homework
- Accompanying children to personal or social events
- Counselling services where needed

2006- today: Volunteer of the Cyprus Family Planning Association (CFPA)

- Participating in seminars and workshops in Cyprus and abroad
- Participating in events organised by the Association
- Volunteer in the Helpline (1455) supporting young people who need advice regarding sexual and reproductive issues.

SOCIAL SKILLS AND COMPETENCES

- Team spirit
- Ability to adapt to multicultural environments, gained through my practicum abroad
- Communication skills gained through my experience as Social Worker
- Ability to organize and direct activities effectively
- Ability to maintain confidentiality

ORGANISATIONAL SKILLS AND COMPETENCES

- Self-motivation
- Team working

- Adaptability
- Creativity
- Ability to prioritise tasks
- Ability to cope and work under pressure
- Strong organizational, administrative and analytical skills
- Good written and verbal communication skills

COMPUTER SKILLS AND COMPETENCES

Good command of Microsoft Office™ tools (Word™, Excel™, PowerPoint™, Outlook™ & Access™)

IGCSE English Exams – Grade B

O' Level – Accounting – Grade B

ECDL Certificate – PowerPoint

ECDL Certificate – Word Processing

ADDITIONAL INFORMATION

Seminars – Conferences-Workshops

22-24.05.2019 5th European Stroke Organisation Conference in Milan

24.11.2018 Αγγειακό Εγκεφαλικό Επεισόδιο πριν & μετά

4.11.2017 Ευαισθητοποίηση στα Αγγειακά Εγκεφαλικά Επεισόδια

17.06.2011-19.06.2011: "Youth and Volunteerism in Cyprus"

19.03.2010 - 21.03.2010: "Diversity through Theatre of the Oppressed"

30.03.2009 - 3.04.2009: "International Child's Rights and Family Nursing Week" of Lahti University of Applied Sciences in Finland

31.03.2008- 4.04.2008: "International Child's Rights Week" of Lahti University of Applied Sciences in Finland

05.12.2008-07.12.2008: "HIV/AIDS, Sexual and Reproductive Health"