

Ioanna Maria Tsirimokou

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Communicative, with strong skills in organizing and presenting information. Team player with leadership mindset and the ability to defend her views at a managerial level. Skilled in handling demanding clients, reaching agreements, and successfully completing projects. Exercises sound judgment and performs effectively under pressure. Quick to respond to new requirements, with strategic planning capabilities and support for colleagues in achieving goals.

Key Responsibilities & Expertise

- Project Manager in European Programs
 - Project planning: Defining objectives, timelines, deliverables, and budget.
 - Team management: Coordination of partners, teams, and project leads.
 - Progress monitoring: Ensuring compliance with timelines and deliverables.
 - Financial management: Supervising budgets, expenses, and reports.
 - Communication: Liaison with the European Commission, partners, and external stakeholders.
 - Risk management: Addressing delays and issues as they arise.
- Support for Measurement & Testing Services
 - Laboratory management (Papyrus, Rescom, etc.)
 - Communication with companies and promotion of lab services
 - Management of lab social media
 - Support for research & technological project activities

Professional Experience

- 02/2025 – Present
Project Manager – TheMA ERC STG, INN/NTP Lab, NCSR “Demokritos”
- 02/2021 – 12/2024
NCSR “Demokritos” – INN, Advanced Ceramics & Composite Materials Laboratory
- 05/2019 – 08/2023
RTC GROUP E.P.E. – Import company (clothing/food/juices), Athens
- 11/2008 – 12/2022
Electrical Engineer – Public Works Contractor
- 09/2007 – Present
Con-Tsir O.E. – Construction & Trade Company (Co-owner), Eretria – Evia

- 05/2002 – 07/2009
Tsirimokos G.P. – Iron & Aluminum Processing Workshop, Eretria – Evia
- 02/2001 – 04/2002
Vocational Training Organization (OEEK), Chalkida

Education

- 1996 – 2000
BSc in Electrical Engineering, Technological Educational Institute of Chalkida
Grade: 6.64/10
Thesis on solar battery systems

Seminars

- 10/2019
Internet Marketing – Entrepreneurship Webinar
E-commerce strategies
- 06/2015
Tourism Development of Evia – Chamber of Evia
Consulting on business initiative development

Languages

- Greek: Native
- English: Cambridge First Certificate (C1 – Proficient User)
- French: Certificat de langue française, Institut Français d’Athènes (A1–A4 D.E.L.F., B2 – Upper Intermediate)

IT Skills

- HTML 4.0
- Microsoft Office
- Dreamweaver 4
- Sales & logistics software (TopShop by MySoftwareHouse) – Advanced
- Social media management – Advanced (Facebook Business Page, Facebook Analytics, Instagram)
- Picassa (photo editing) – Advanced
- Papyrus
- Rescom