

My name is Stefanie Loukeri.

Born in Athens in 1974 and mother of 2 children (19 & 14 years old respectively) from a German mother and a Greek father, I started working from a young age in various fields.

Very willing, deeply collaborative and with a very fast ability to learn new things, I decided to take a big step in my life and move into a new field- the one of remote working, wanting to escape from the trivial pattern of the office and its schedules.

My goal is to become financially and professionally independent.

I am very willing to try to work with new conditions, those that offer me my personal space.

Curriculum vitae

PERSONAL INFORMATION

Full name: Stefania Loukeri (Nationality: Greek) Date of birth: 27/03/1974

Place of birth: Athens

Residence: Psiloriti 51, 16562 Glyfada

Contact: +30-699 44 29 809 & +30-211-4101302 / e-mail: stefanie.loukeri@gmail.com

EDUCATION

Graduate of 2nd/secondary education of General Lyceum (theoretical direction) (intermediate 2-year study at a German school)

LANGUAGES

Mother tongue Greek

Fluent oral & written knowledge of the English language

Fluent oral & written knowledge of the German language (bilingual)

SEMINARS

- Export Business Management & Correspondence Seminar, March 2007

COMPUTER KNOWLEDGE

- ICT Intermediate – February – March 2014. OFFICE

(Long-term and continuous experience in a Windows environment, Sap (ERP), but also in various commercial programs in a Dos environment. Very good knowledge of the Internet). Commercial Management Program SOFT1)

PROFESSIONAL ACTIVITY

October 1993 – March 1994

La Creperie Cafe - Refreshment employee

March 1994 – August 1997

Bioerevna Ltd. - Microbiological-Diagnostic Laboratory -

Secretarial Support – Supervision of the smooth operation of the Laboratory, Recording & Supply of shortages, Filing, Organization, Financial Control of Clients)

January 1998 – March 1999

Santel Ltd. - Trade in Telecommunications & Alarms

Secretarial Support & Sales

May 1999 – November 2001

Serval Ltd. – Export Office Profil Aluminio S.A.

Assistant Manager (Accompanying Support on business trips abroad, as a translator and a secretary), Export Department (Communication with Loading Departments, Warehouses, Quality Control department, Arrangements - Resolving Needs - Customer Accounting Control)

December 2001 – February 2003

S. Deligiannis Ltd. – Marble Trading & Processing Company

Secretarial Support

January 2004 – December 2005

Hartmann Hellas S.A. – Trade in Medical & Nursing Care

Export & Import Department – Pharmacy Domestic Sales Department Manager (Communication to Loading departments, Warehouses, Quality Control, Settlement – Resolving Needs – Customer Accounting Control)

February 2006 – August 2007

Konti Steel Hellas S.A. - Production of Structural Steel Elements

Head of Eastern European Export Department (Communication to the Loading department, Warehouses & Quality Control of the factory, Settlement – Resolving Needs - Customer Accounting Control)

June & July 2015

Hegren – Led Lighting Manufacturing Company - External Sales Partner

September 2015 – until August 31, 2022

Kampos Biomarket S.A. Import & Trading of Organic Foods (whole & retail)

Import Manager, Responsible for New Product Imports & according translations, Entering Invoices, Tracking Orders, Contacting Banks - Transport, Arranging & Solving the Company's Needs in General, Searching for New Suppliers in the Global Market, Comparing Competitive Prices and Issuing of Price Lists, Warehouse Control & Management, Import Receipts , inventory of goods etc.)