

Costas Raftopoulos

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Summary

- Public Works Auditor in the Managing Authority “Accessibility Improvement” for projects co-financed by the European Union and Greece. Learning - rich work experience in engineering, costing and auditing in the private and public sector, in Greece and abroad.
- MBA graduate with a first degree in Chemical Engineering. Graduate of the Greek National School of Public Administration.
- Proficient user of English and Italian, independent user of French.
- Competent with office automation tools and software, ERP systems and databases

Personal information

- Date of birth: 27.02.1975
- Address: 95, Pefkon str., 144 51 Metamorfosi - Athens, Greece
- Marital status: Married
- Military obligations: Fulfilled (Reserved Officer, Sep. 2000 - Aug. 2002)

Education

2007 - 2008

National School of Public Administration, Greece
Information Systems Management (GPA: 9.59/10 - distinction)

1998 - 2000

University of Piraeus
Master in Business Administration (GPA: 9.0/10 - distinction)

1992 - 1997

National Technical University of Athens (NTUA)
Diploma in Chemical Engineering (GPA: 9.11/10 - distinction)

Work experience

Apr. 2010 - today

Greek Ministry of Development and Infrastructures
Managing Authority “Accessibility Improvement»

Public Works Auditor in projects co-financed by the European Union and Greece. Responsible for:

- a) conducting on-the-spot verifications in construction works (road axes, ports, expansion of the Athens metro) of a total value that exceeds 900M€
- b) pre-approving i) requests for proposals (RfPs), ii) the award and modification of public works contracts and procurement contracts
- c) reporting irregularities to the Greek Audit Authority and the European Anti - Fraud Office (OLAF)

Feb. '09 - Apr. '10

Greek Ministry of Finance - General Chemical State Laboratory
Directorate of Personnel and Technical Support

Administration Analyst. Responsible for:

- a) supporting the Procurement Committee concerning the annual procurement program
- b) supporting the Senior Management concerning the annual training program and the annual inspections program of the local chemical agencies

Sep. '05 - Feb. '09

Prefecture of Fokida, Greece
Directorate of City Planning and Environmental Protection

Environmental Protection Engineer. Responsible for:

- a) evaluating environmental impact assessments
- b) conducting on-the-spot environmental inspections
- c) supporting the Prefect and the Council of the Prefecture during the consent procedure

Jul. '04 - Sep. '05

Kraft Foods Hellas S.A. / Pavlides Confectionery Plant, Greece

Financial Analyst. Responsible for:

- a) supporting the Senior Management in the budgeting procedure (original budgets and revised & final forecasts)
- b) actual reporting (production cost and usage variance analysis, productivity programs)

Participation in the internal auditing procedures

Jan. '04 - Jun. '04

Kraft Foods Belgium S.A. / Liege Coffee Plant, Belgium

Product Cost Analyst. Responsible for:

- a) the monthly costing of the coffee production per SKU
- b) usage variance analysis

Participation in the SAP maintenance/update working group

Sep. '02 - Dec. '03

Kraft Foods Hellas S.A. / Pavlides Confectionery Plant, Greece
Continuous Improvement and Project Engineer. Responsible for:

- a) supporting the implementation of the Continuous Improvement Program
- b) analyzing the production lines efficiency and preparing relative reports for decision making
- c) supporting the acquisition and installation of new equipment

Sep. '00 - Aug. '02

Greek Army
Cadet Reserved Officer

- a) head of the chemical laboratory of the 4th Battalion of Helicopters (Nov. '01 - Aug. '02)
- b) supporting the Financial Controller of the 96th Supporting Battalion (Sep. '00 - Oct. '01)

Computer skills

- Proficient user of MS Office[®] and Internet browsers
- Competent with Oracle[®] databases (MIS of NSRF 2007 - 2013) through my work experience in the Managing Authority
- Competent with ERP systems (SAP[®] R3 - Fi&Co) through my work experience as a financial and product cost analyst in Kraft Foods
- Competent with project management software (MS Project[®]) through my work experience as a project engineer in Kraft Foods

Social and organizational skills

- Team work, through my work experience in various types of teams (both as member and leader)
- Ability to learn fast and multi-tasking, through my work experience in auditing
- Good communication skills, through my work experience e.g. in the consent procedures in the Prefecture of Fokida
- Good ability to adapt to multicultural environments, gained through my work experience abroad
- Sense of organization, through my work experience e.g. in organizing the procurement and training programs in the General Chemical State Laboratory

Seminars, training

- National Strategic Reference Framework (NSRF 2007 - 2013): Organized by the Greek Institute of Public Administrators' Training (Athens, Greece, Dec. '09)
- Influential Leadership: Organized by Kraft Foods as part of the International Talent Exchange Program (Warsaw, Poland, Nov. '05)
- Teamwork: Organized by Kraft Foods as part of the International Talent Exchange Program (Halle, Belgium, Sep. '04)
- Leading and Managing Continuous Improvement: Organized by Kraft Foods Hellas (Athens, Greece, Jun. '04)

Fellowships and distinctions

- Kraft Foods: Member of the 1st International Talent Exchange Program (2004)
- Bodossaki Foundation: Fellowship during my studies in the University of Piraeus (1999-2000)
- State Scholarships Foundation: Awards for excellent performance during my studies in the NTUA (1992-1997)
- Technical Chamber of Greece: Award for excellent performance during my studies in the NTUA (1994)
- NTUA: "N. Cretikos award" for excellent performance in Mathematics (1993)

Hobbies and interests

- Sports (amateur basketball player)
- Supporter of volunteering organizations (details available upon request)