



Europass Curriculum Vitae

Personal information

First name(s) / Surname(s)	GEORGIA TSAGDI	
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E-mail	gtsagdi@gmail.com	
Nationality	Greek	
Date of birth	21.04.1982	
Gender	Female	

Work experience

Dates	February 2009 onwards
Occupation or position held	Administrator
Main activities and responsibilities	<ul style="list-style-type: none">• Design of the framework of governance reform policies and setting directions for performance improvements, ensuring cross-departmental consistency in the analysis, formulation and follow up of policy recommendations.• Monitoring reforms with particular emphasis to strategic planning & policy making, accountability structures, administrative organization, civil service professionalization and management.• Documentation, incubation and dissemination of best practices.• Organization, coordination and direct substantive support to in-house processes to ensure a coherent and integrated cooperation approach regarding better regulation and good governance issues, in close collaboration with EU's field offices.• Issuance of all necessary administrative regulations for the implementation of the Directive 2006/123/EC and coordination of all supervised public entities involved, i.e. public utilities, regional or local authorities, thus contributing to determining priorities and allocating resources for the completion of outputs.• Design and implementation of HR programs/policies (staffing, training, performance management, relocation processing, succession planning and termination process).• Execution of disciplinary policies and procedures, and monitoring to ensure consistency.• Interpreting and advising on employment legislation.• Evaluation of procedures and technology solutions to improve human resources data management.• Organization of advocacy working groups and workshops relevant to the department's projects.
Name and address of employer	Ministry of Rural Development and Food, 2-6 Aharon Str, GR10176- Athens
Type of business or sector	
Dates	January - June 2008
Occupation or position held	Internship in the context of the Ministry of Internal Affairs operational programme 'E Government'.
Main activities and responsibilities	<ul style="list-style-type: none">• Participation in the development and monitoring of the Ministry's operational programme, ensuring compliance with all policies and procedures and European legislation.• Guidance to individual applicants and institutions for the development of their projects, participation in their selection and evaluation procedure.• Qualitative and quantitative monitoring of EU co-financed projects (collecting and reviewing financial and progress reports as well as conducting on the spot inspections).• Coordination of the cooperation of all projects partners and stakeholders.• Participation in conferences and committees relevant to the Ministry's operational programme.
Name and address of employer	Ministry of Education, Lifelong Learning and Religious Affairs, 37 Andrea Papandreou Str, GR15180- Athens
Type of business or sector	Education
Dates	June 2006 – January 2007
Occupation or position held	Internship
Main activities and responsibilities	<ul style="list-style-type: none">• Analysis of Greece-Georgia's bilateral trade• Macroeconomic Analysis of Georgia's business environment and supply chain• Implementation of risk minimization models including the use of exchange traded derivative instruments• Complete assessment as to the way in which exchange traded derivative instruments can provide an efficient risk management methodology• Integration of methods related to logistics, futures and derivatives – focus on the particularities of "mini contracts"
Name and address of employer	Hellenic Petroleum S.A, 17th km Athens-Corinth National Highway, GR 19300 – Aspropyrgos
Type of business or sector	Refining

Dates September 2005-April 2006

Occupation or position held Internship

Main activities and responsibilities

- Preparation of the annual Consumer Marketing Plan
- Working closely with the Head of Communications on media advocacy, and the implementation and development of key departmental strategies
- Write and edit media materials targeting the Greek press corps
- Conduct outreach and network with other enterprises working in areas of interest and establish and maintain collaborative activities and strategic alliances in order to implement joint activities

Name and address of employer BERTSONS S.A, 21 Aigialias Str, Marousi, GR 15125- Athens

Type of business or sector Chemicals

Dates July – September 2001

Occupation or position held Internship

Main activities and responsibilities

- Assistance with the reporting and awareness of key business procedures
- Drafting reports including findings on the evaluation of internal control systems and making recommendations for improving them.

Name and address of employer Public Gas Corporation (DEPA), 92 Marinou Antipa Ave, Heraklion, GR 141 21 Athens

Type of business or sector Energy

Dates July –August 2002

Occupation or position held Internship

Main activities and responsibilities

- Participation in the preparation and organization of public procurements procedures
- Working on a new client database
- Computerized filing
- Updating DEPA's data bank with data gained from DEPA's appraisal experience

Name and address of employer Public Gas Corporation (DEPA), 92, Marinou Antipa Ave, Heraklion, GR 141 21 Athens

Type of business or sector Energy

Education and training

Dates September 2009 onwards

Title of qualification awarded PhD candidate

Principal subjects/occupational skills covered Thesis Title: 'Governance, Strategy and Efficiency of Services and Organizations of the Public Sector' in the context of the Common Assessment Framework.

Name and type of organisation providing education and training Athens University of Economics and Business

Level in national or international classification ISCED 6

Dates May.2007-December 2008

Title of qualification awarded Certificate of Studies

Principal subjects/occupational skills covered Regional Administration and Regional Development

Name and type of organisation providing education and training National School of Public Administration and Local Government

Dates	September 2005-December 2006
Title of qualification awarded	Master in Business Administration(MBA)
Principal subjects/occupational skills covered	International Business
Name and type of organisation providing education and training	Athens University of Economics and Business
Level in national or international classification	ISCED 5
Dates	September 2000-May 2005
Title of qualification awarded	Bachelor (Ptychio) of Political Sciences and Public Administration
Principal subjects/occupational skills covered	International Relations
Name and type of organisation providing education and training	University of Athens
Level in national or international classification	ISCED 5

Personal skills and competences

Mother tongue(s) Greek

Other language(s)

Self-assessment
European level ()*

French

English

Spanish

Chinese

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user
C1	Proficient user	C1	Proficient user	B1	Independent user	B1	Independent user	B2	Independent user
A2	Basic User	A1	Basic User	A1	Basic User	A1	Basic User	A1	Basic User

(*) [Common European Framework of Reference for Languages](#)

Publications "Separatist Movements in the EU: Basque Country and Northern Ireland", Journal of International Relations, Vol.13,2002,pp.53-57

Consulting Activities •2012:Organizational Structure Assessment of the Ministry of Rural Development and Food

Research Interests Public management and reform policies, corporate governance and CAF Implementation, strategy, innovation and effectiveness of organizations and services.