

Andreas Solomou Curriculum Vitae

Recent Work experience	
<p>2007 - Present</p> <p>Position</p> <p>Main activities & responsibilities</p> <p>Sample of Participating Organisations & Companies:</p> <p>Type of business or sector</p>	<p>Public/Private Educational Institutes</p> <p>Lecturer / Train-the Trainer-Instructor / Author Authorized Trainer & Consultant of the Human Resource Development Authority (E00489)</p> <p>Project Management academic and certification courses Instructor, Business Management courses, IS/IT courses. Project Management and Business Management consultant for SME's.</p> <p><i>University of Cyprus / Cyprus University of Technology / Cyprus International Institute of Management HRDA - European Educational Programs / ECDL Foundation / Cyprus Computer Society /Ministry of Transports and Communications / Ministry of Agriculture / Ministry of Health / Inland Revenue Department / Ministry of Economics / Bank of Cyprus / Central Bank of Cyprus / Unicars Cyprus / JCC Payment Systems/ Cyprus Telecommunications Authority / MTN Group / Cyprus Tourism Organisation</i></p> <p>Education Sector</p>
<p>2005-2007</p> <p>Position</p> <p>Main activities & responsibilities</p> <p>Type of business or sector</p>	<p>CompuTraining Education Centre</p> <p>Administrative Director</p> <p>Established and set up the company's infrastructure, developed the business, managed the organisation's projects and oversaw its operations. Responsible for the development of the business strategies and the management of the trainers' team. Developed, implemented and managed several educational programs including their content.</p> <p>Education Sector</p>
<p>1999-2005</p> <p>Position</p> <p>Main activities & responsibilities</p> <p>Type of business or sector</p>	<p>A.G.L (Cyrpus) Ltd</p> <p>Project Manager - Lab Director</p> <p>Responsible for the management of product development projects assumed by the company from initiation to closing process and their transition to the production phase. In charge of the company's laboratory and production operations. Member of the company's lead certified gemmologists' team performing precious gemstones and precious metals appraisals.</p> <p>Manufacturing - Trading (Retail & Wholesale) – Services</p>
Recent Education & Training	
<p>2012</p> <p>Title of qualification awarded</p> <p>Principal subjects</p> <p>Name of awarding institution</p>	<p>Project Management Professional (PMP)</p> <p>Project Management Professional</p> <p>Project Management</p> <p>Project Management Institute (PMI), USA</p>
<p>2011</p> <p>Title of qualification awarded</p> <p>Principal subjects</p> <p>Organisation</p>	<p>Microsoft Certified Trainer (MCT) & Certified Technology Specialist Microsoft Certified Professional (MCP-MOS Master)</p> <p>Microsoft Certified Trainer for a range of Microsoft's applications at Core, Expert and Master Level, Microsoft Certified Technology Specialist Managing Projects using Project Management Information Systems</p> <p>Project Management, Office Automation Software</p> <p>Microsoft</p>
<p>2011</p> <p>Title of qualification awarded</p> <p>Principal subjects</p> <p>Name of awarding institution</p>	<p>Master of Business Administration – MBA</p> <p>Master of Business Administration (<i>with Distinction</i>)</p> <p>Strategic Management - (the research in question focused on Strategic Project Management in the Information Technology and Information Systems sector and part of it was published in the Cyprus Computer Society's Journal).</p> <p>Kingston University, UK</p>

Recent Publications Book

September 2015

PROJECT MANAGEMENT: a quick reference guide **ISBN 978-9963-2208-1-6**

Type of publication

Book

Principal subject

Project Management

Publication details

The main objective of this book is to provide the reader with a quick overview of the basic steps which professional and experienced project managers take in order to successfully manage their projects regardless of their size and nature.

The book is easy to read and understand even for people who have no experience in project management. It presents the basics of initiating, planning, executing, monitoring, controlling and closing the project. It also explains important concepts relating to the environment in which projects are executed and refers to the most important tools and techniques used in project management.

The book is based on Project Management Institute's world renowned standard for managing projects.

Language: English

Pages: 100

Book

August 2015

Project Planning: Managing Projects using Ms Project and ProjectLibre **ISBN 978-9963-2208-0-9**

Type of publication

Book – Approved course material for ECDL's Project Planning examination module

Principal subject

Project Management using Project Management Applications

Publication details

The book is intended for project managers and people involved in project management who wish to become familiar with the use of project management software applications. It is also an ideal guide for students or newcomers to project management as it contains in-depth analysis of the project management lifecycle.

The book is approved by the Cyprus Computer Society and ECDL Foundation as a training manual for ECDL's Module Project Planning examination program. Project Planning module aims to offer the right skills in project planning and controlling and analyses project management processes including time, cost, resources and communications' management.

The book explains in detail the tools and functionality of the two most popular project management applications: the Microsoft Project, which is the bestselling, off-the-shelf project management application and the open-source application ProjectLibre. In addition the book includes a wide range of exercises and it is supported by an electronic platform which includes a wealth of information on project management, a comprehensive glossary used by project management applications and practice essays.

Language: Greek

Pages: 400

Memberships & Volunteering

Project Management Institute – Project Management Institute Cyprus Chapter

- PMI's Cyprus Chapter
 - Vice President for Professional Development, Education & Events
 - PMI Member

Cyprus Airsports Federation

- Cyprus General Aviation Union – President
- Cyprus Airsports Federation - Member of the board – Communications liaison between the Cyprus Airsports Federation and the International Federation of Aeronautics
- Competition Flying Team Leader/Member