







**PERSONAL INFORMATION**

**Vasilis Manassakis**



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Sex Male | Date of birth 16 May 1973 | Nationality Greek

**WORK EXPERIENCE**

01 July 2011 - today

**Promoter of European Projects of Secondary Education in the region of Crete at Regional Directorate of Primary and Secondary Education of Crete**

**Regional Directorate of Primary and Secondary Education of Crete** (Ministry of Culture, Education and Religious Affairs)

- Proposing new European projects
- Monitoring already existing projects
- Providing assistance to schools in participating in European projects.

Business or sector Public Sector

01 September 2004 - today

**ICT teacher**

**4<sup>th</sup> Vocational school of Heraklion** (Ministry of Culture, Education and Religious Affairs)

- Teaching computer-science lessons

Business or sector Public Sector

01 September 2001 – 31 August 2004

**Responsible for electronic data processing**

**Directorate of Secondary Education of prefecture of Heraklion** (Ministry of Culture, Education and Religious Affairs)

- Electronic data processing

Business or sector Public Sector

01 September 2000 – 31 August 2001

**ICT teacher**

**High school of Mires** (Ministry of Culture, Education and Religious Affairs)

- Teaching computer-science lessons

Business or sector Public Sector

01 November 1999 – 31 August 2000

**Network Designer**

**Altec SA**

- Planning a computer network entails analyzing costs and needs of a company and selecting the appropriate network addressing systems, appropriate layouts for various network configurations, and appropriate connection devices.

Business or sector Private Company

01 October 1995 – 30 September 1996 **Network Technician**  
**Forthnet SA**

- Administering and troubleshooting local area networks (LANs) and larger wide area networks (WANs).

**Business or sector** Private Company

01 July 1995 – 30 September 1996 **Network Management Applications Developer (part-time)**  
**Foundation for Research and Technology-Hellas (FORTH)**

- Development of software for network management applications

**Business or sector** Research Center

October 2001 – June 2005 **ICT teacher (part-time)**  
**Technological Educational Institute (TEI) of Crete**

- Teaching computer-science lessons

**Επιχείρηση ή κλάδος** Public Sector

October 2000 – June 2004 **ICT teacher (part-time)**  
**1<sup>st</sup> Vocational Training Institute (IEK) of Heraklion**

- Teaching computer-science lessons

**Επιχείρηση ή κλάδος** Public Sector

## EDUCATION AND TRAINING

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September 1996 – August 1997 **Master in Computer Science (MSc)** t  
**University of Edinburgh, UK**

- Computer Networks

September 1991 – August 1995 **Bachelor in Computer Science (BSc)** t  
**University of Crete, Greece**

- Computer Science

10 July 2006 – 21 January 2007 **Training in Adult Education**  
**National Organisation for the Certification of Qualifications and Vocational Guidance (EOPPEP), Greece**

- Adult Education

19 November 2007 – 30 November 2007 **Training in e-learning design**  
**National Centre for Public Administration and Local Government (EKDDA), Greece**

- E-learning

November 2008 **Training in using ICT and educational software**  
**Pedagogical Institute (pi-schools), Greece**

- ICT in education

**PERSONAL SKILLS**

Mother tongue(s) Greek

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1- Proficient user	C1- Proficient user	C1- Proficient user	C1- Proficient user	C1- Proficient user

Common European Framework of Reference for Languages

**Communication skills**

- Decision making and problem solving skills gained through my experience as a project manager
- Teaching and coaching skills through my long experience as an ICT teacher
- Team work and team building : long experience in managing teams of students (school courses), as well as project teams through my experience in implementing European projects

**Organisational / managerial skills**

- Very good negotiations skills and efficient management of human resources through my experience as a project manager
- Organisation of seminars and workshops (experience as organiser of various events)
- Leadership gained through the implementation of many European projects
- Extract and disseminate best practices and facilitate the exchange of experiences.
- Facilitate the coordination and prioritisation of tasks through efficient project management.
- Specialist knowledge on European projects :
  - Able to write project proposals
  - Able to prepare technical and evaluation reports
  - Able to monitor & evaluate project activities
  - Able to prepare logistic & operational plans
  - Able to organize dissemination events

**Job-related skills**

- Certified Trainer of National Centre for Public Administration and Local Government (E.K.D.D.A.)
- Certified Trainer of National Organisation for the Certification of Qualifications and Vocational Guidance (EOPPEP)
- Certified Trainer of Manpower Employment Organisation (O.A.E.D.)
- Cisco Certified Design Associate (CCDA)
- Cisco Certified Network Associate (CCNA)

**Computer skills**

- Excellent command of Operating Systems (Windows, Linux, Unix)
- Excellent command of Computer Networks
- Excellent command of CISCO technologies
- Excellent command of Web design
- Excellent command of Microsoft Office tools (Excel, Word, PowerPoint)

**Other skills**

- Co-creator of the web-based Erasmus+ partner search database <http://kritis.pde.sch.gr/europrogrammes/partnerdb/>
- Creator of the related to European projects web site <http://kritis.pde.sch.gr/europrogrammes/>

**Driving licence** ▪ Category B

**ADDITIONAL INFORMATION**

- Publications**
- "*Building Rapport to prevent early school leaving*", Vasilis Manassakis, "The potential of Comenius sectoral programme actions in tackling the phenomenon of early school leaving", State Scholarships Foundation - IKY (Greek Erasmus+ NA), (ISBN: 978-618-80144-2-8), Athens, Monday 16 December 2013
- Presentations**
- "*Best Practices in the Region of Crete and Problems*", Vasilis Manassakis, "The role of European Projects Promoter in the Lifelong Learning Programme", State Scholarships Foundation - IKY (Greek Erasmus+ NA), Athens 25 June 2012
  - "*Environmental Education and European Projects*", Vasilis Manassakis, "Environmental Education Week", Centre of Environmental Education of Archanes, Archanes 9 October 2014
  - "*Building Rapport to prevent early school leaving - RAPPORT*", Vasilis Manassakis, "European Projects in the region of Crete 2015", Regional Directorate of Primary and Secondary Education of Crete, Heraklion 24 June 2015
- Projects**
- European Projects :
    1. "Work Based Learning in VET in Europe: Exchanging ideas, developing projects", 2015, Berlin – Germany
    2. "Building Rapport to prevent early school leaving", centralized Comenius Multilateral Project, 2012 – 2015, Greece, Italy, Spain, Poland, UK, Ireland, Hungary, Switzerland
    3. "How to be a Grandparent", Grundvlg partnership , 2013 -2015, Greece, Belgium, North Ireland, Spain, Turkey
    4. "Raising the Bar ", Youth In Action Training Course, 2014, Valletta - Malta
    5. "Environmental Tourism - Alternative Ways", Comenius-Regio, 2012 – 2014, Greece-Czech Republic
    6. "Cut a culture ", Youth In Action Exchange, 2013, Poddebice -Poland
    7. "Continuing Professional Development: a sustainable and effective tool for employability", Study Visit, 2013, Madrid – Spain
    8. "Teaching Rubbish", Youth In Action Exchange, 2012, Aydin -Turkey
    9. "Social Media for Democracy", Youth In Action Training Course, 2012, Tbilisi - Georgia
    10. "Training Adult Trainers: Train the Trainer", Leonardo Da Vinci - VETPRO, 2012-2013, Malaga-Spain
    11. "Transitions from childhood to youth", Comenius, 2011, Reykjavik-Iceland
    12. "The use of information and communication technology (ICT) in tourism and hospitality management", Leonardo Da Vinci - IVT, 2011-2012, Rome - Italy
    13. "Improving The Quality Vocational Learning Activities", Leonardo Da Vinci, 2010, Antalya-Turkey
    14. "Cultural Mosaic of Europe - Past, Present and Future", Comenius partnership, 2009-2001, Greece, Italy, Spain, Poland, Lithuania, Bulgaria, Turkey
  - Innovative Vocational Projects :
    1. "Calculator for blind students", Daidalos project - Ministry of Culture, Education and Religious Affairs, 2007-2008
    2. "Electronic Keyboard for students with visual impairments", Daidalos project - Ministry of Culture, Education and Religious Affairs, 2006-2007
    3. " Online Registration of students information in D-Base ", Daidalos project - Ministry of Culture, Education and Religious Affairs, 2006-2007
    4. "Connection via Fiber Optic 4th Vocational School – 1st SEK ", Daidalos project - Ministry of Culture, Education and Religious Affairs, 2004-2005

- Conferences**
- "Erasmus+ project applications", Scholarships Foundation - IKY (Greek Erasmus+ NA), Heraklion 24 February 2014
  - "ECVET Implementation in Greece: Challenges and Opportunities", State Scholarships Foundation - IKY (Greek Erasmus+ NA), Athens 09 December 2013
  - "Interactive tables in Education", Union of Greek Physicists , Heraklion 18 December 2010
  - "School programs and books in Secondary Education", Greek Federation of Secondary Education State School Teachers, Chania 08 -10 May 2008
  - "Informatics in Education - Information society", Union of Greek ICT Scientists (EPY), Chania 11 - 12 April 2003
  - "Informatics in Education - Information society", Union of Greek ICT Scientists (EPY), Chania 05 - 06 April 2002
  - "Greek School Network - EDUnet", University of Crete, Heraklion 14 December 2001
  - "The contribution of the Greek Language in the Europe and the World. Methods and tools for learning Greek Language", Directorate of Secondary Education of prefecture of Heraklion, Heraklion 15-17 October 2001
- Seminars**
- "Management of Erasmus+ / KA1 school education projects 2015", State Scholarships Foundation - IKY (Greek Erasmus+ NA), Athens 05 October 2015
  - "European Projects and Teachers for a reciprocal process", Foundation for Research and Technology-Hellas (FORTH), Heraklion 11 January 2014
  - "Management and Monitoring of Leonardo Da Vinci projects 2013", State Scholarships Foundation - IKY (Greek Erasmus+ NA), Athens 05 July 2013
  - "3<sup>rd</sup> workshop – National Teams of ECVET Experts", State Scholarships Foundation - IKY (Greek Erasmus+ NA), Heraklion 20 June 2013
  - "Management of Comenius Regio projects 2012", State Scholarships Foundation - IKY (Greek Erasmus+ NA), Athens 22 October 2012
  - "Management and Monitoring of Leonardo Da Vinci projects 2011", State Scholarships Foundation - IKY (Greek Erasmus+ NA), Athens 08 July 2011
- Memberships**
- Elected member of Association of State School Teachers of Secondary Education of Heraklion 2007-2008 and 2008-2009
  - Elected member of Higher Regional Primary and Secondary Education Service Council (APYSDE) of Crete
  - Member of Greek Computer Scientists Union (EPE)
  - Volunteer in Olympic Games of Athens 2004
  - Volunteer of Red Cross

## ANNEXES

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- Copies of degrees and qualifications;
- Testimonial of employment or work placement;