

CURRICULUM VITAE - Koralia Timotheou

Personal Information

Date of Birth 21/06/1976
Nationality Cypriot
Family status Married – mother of three
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Professional Experience

Company/ Organization	Employment Period		Position	Description of duties
	From	To		
Nan Strategic Change Consultants Ltd	May '15	Today	Principal Consultant	<ul style="list-style-type: none">Provision of customised consultancy on process improvement, enterprise risk management, management of large projects, start-up assistance
KPMG Ltd, Cyprus	Oct '99	Feb '15	Consultant - Senior Manager, Business Performance Improvement	<ul style="list-style-type: none">Execution and Project Management of small and large scale projects related to process improvement, BPR, occupational safety and health, environmental and quality management, Business Continuity, anti-money laundering
Cyprus Bureau of Shipping, Cyprus	Oct '98	Oct '99	Consultant	<ul style="list-style-type: none">Development of Quality and Environmental Management Systems

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During her professional life as a consultant, Koralia has undertaken a large number of projects both in the private and the public sector. Private sector industries include: construction, land development, banking, manufacturing, tourism, education, medical, software development, retail. Public sector projects (in Cyprus) include: Ministry of Health, Ministry of Finance, Ministry of Interior, Department of Lands and Surveys, municipalities, the University of Cyprus, the Open University. Also unique organisations such as the Cyprus Agricultural Payments Organisations, the Cyprus Football Association, the Cyprus Shipping Association and its subsidiary Stevedoring Company and the Bankers Association subsidiaries for reporting and for credit card payments. Projects range from business process reengineering, documentation and improvement of operational procedures achieving ISO9001 certification, improvement of occupational health and safety practices up to the standard of OHSAS18001 and adopting environmentally sound practices guided by ISO14001. Moreover, she and her team have assisted banks, fiduciary companies and other financial organisations improve and document their anti-money laundering policies and practices as per EU Directives, national legislation and the Troika mandate. She has been one of the key consultants and assistant project manager of an assignment by the European Commission to assist with the improvement of health and safety practices applied by European farmers and forestry workers. She has also worked on a CO₂ emissions certification scheme and have developed the first individually managed recycling scheme for electrical and electronic waste in Cyprus, for an air-conditioning company.

Education

Institution	Country	Duration of studies		Subject	Degree and Grade
		From	To		
Imperial College of Science, Technology and Medicine, UK	United Kingdom	1994	1998	Civil and Environmental Engineering	MEng(Hons) / First Class

Professional certifications

Year obtained	Certification	Professional Organization
2013	Approved Trainer by HRDA for Anti-money laundering	Human Resources Development Authority (HRDA)
2013	International Diploma in Occupational Safety and Health	National Examination Board for Occupational Safety and Health
2008	Business Continuity Management – Module 1	Business Continuity Institute
2003	Approved Trainer by HRDA for Quality, Environment and Occupational Health & Safety Management Systems	Human Resources Development Authority (HRDA)
2002	OHSAS18001 Lead Auditor	British Standards Institute
2000	ISO14001 Lead Auditor	British Standards Institute

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1999	ISO9001 Lead Auditor	British Standards Institute
1993	Diploma in Journalism and short story writing	International Correspondence Schools, PA. USA

Memberships and Associations

Institution of Occupational Safety and Health (IOSH) - Affiliate member

EBEN (European Business Ethics Network) Cyprus - member

Rainbow Rhythmic Gymnastics Club of Nicosia - member

Language skills

(1: Fluent – 5: Basic)

Language(s)	Speaking	Reading	Writing
Greek (mother tongue)	1	1	1
English	1	1	1
Italian	5	5	5
French (textbook knowledge)	5	5	5