

Chryssos Kavounides

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Date of Birth: 27/06/1976

PROFILE

I am a Prince2 practitioner with a proven track record as both a Project Manager and in Project Management Support in a variety of roles over the past 9 years. I enjoy an excellent reputation for quality, timely delivery. My core skills lie in the areas of Planning & Dependency Management, Risk Management, Reporting and Governance Controls with hands-on experience as-well-as process definition, development and implementation. I also have experience of change control, configuration management and IT tool definition/evaluation and deployment. I have worked in highly regulated industries with prescribed methodologies and in more informal environments. I am experienced in working within multi-organisation, trans-national projects with annual budgets circa €100M. I have demonstrated strong negotiation, stakeholder management and communications / presentation skills and have been entrusted with high levels of responsibility. I have twice been nominated for a corporate Award of Excellence for my work and strong focus on integration. As a team member, I am highly motivated and customer-focused and work to build relationships within the team as well as with customers and suppliers. As a leader, I believe in motivational leadership and have strong performance management and coaching skills. I am also security cleared and have experience dealing with sensitive information.

CURRICULUM VITAE

Employment

December 2006- : Director & Key Consultant, Skyward Business Solutions Ltd.

September 2007-: Reporting – Definition & Deployment, Technology PMO, Vodafone UK, Newbury.

- KPI and report definition and deployment. Documentation, Knowledge Management and support activities.
- Stakeholder and Interface Management.

June 2007-: Leader - Project Support Analysts, Commercial Business Unit, Technology PMO, Vodafone UK, Newbury.

- Line Manger, CBU PSOs
- Programme Support, Planning, Risk Management, Reporting, Benefits Analysis, Dependencies Management and Governance.

February 2007-June 2007: IT Implementation Planning. EDS ATLAS (MoD DIIF £2.3 B over 10 years).

- Project Support, Planning, Risk Management and Governance. VBA Coding.
- Definition and development of MSP-Excel Hybrid Planning environment.
- Definition of governance requirements and planning strategy.
- Migration of planning to MS Project for use in 2003 Server environment.
- IT tool development for automatic migration from multiple sources.

November 2003-November 2006: Project Support Office, Airbus, UK

Project Support – Planning & Risk Leader: €100 M per annum programme, in a multi-company, trans-national, PRINCE2 environment.

- Proven track record of delivery and performance under pressure.
- Core areas of expertise: Planning, risk, communications, performance indicators and reporting.
- Project Management strategy and governance process definition & development.
- Hands-on risk and issue management, planning (Microsoft Project), tracking and reporting. Support for configuration management, change and financial control.
- Programme-wide functional leader for 25 PSOs: Multi-company & trans-national integration.
- Demonstrated team working, leadership, and coaching skills.
- Definition, development and deployment of IT solutions.
- Customer-focused with strong influencing and stakeholder management skills.
- Key communicator with strong presentation and communication skills.

November 2002-November 2003: DEG Development Programme, Airbus, UK

A number of roles within Project Support (including 3-months with Virgin Atlantic).

- Stakeholder management, influencing skills, interviewing, lessons learnt compilation. Best-practice reviews, business (process) analysis and presentation of results. Business case development (business benefits and costs, business case preparation and presentation).
- Delivery in short-timescales and under pressure.
- Project Management process evolution and change management.
- Definition, development and deployment of supporting reporting toolset (VBA in Access, and Excel).
- Steep learning curve.

October 1998-November 2002: Research Project Manager, Imperial College, UK

Day-to-day governance and all project support activities on 3x€1M EU-funded projects. Directly reporting to contract holder.

- Long term planning, tracking and risk management, incl. integration across work streams and partners.
- Transnational collaboration.
- Gate review preparation and presentation. Demonstrated communication, presentation and negotiation skills.

1993-1998: Other Work Experience and Summer Placements

Summer and part-time positions before and during undergraduate studies.

- Coaching and tutoring skills. Mentoring. Presentation and Communication skills.
- Demonstrated communication, training and coaching skills.
- Steep learning curves, IT solution requirements definition. IT development.
- Strong team working, demonstrated organisational and communications skills and working in a foreign environment.

Education

2007: Imperial College, University of London, UK

Diploma of the Imperial College: Tomography applied to V.O.C measurement.

1998-2006: Imperial College, University of London, UK

EU-funded industrial co-operation between leading European industries and research institutes aiming for improved efficiencies in Spray Drying. PhD awarded in 2006 for experimental work & research carried out within the framework of this project.

1994-1998: Imperial College, University of London, UK

MEng (hons) in Mechanical Engineering and Management.

Languages, Skills and Competencies

- English (native speaker) , Greek (native speaker), French (working knowledge), German (basic).
- **Prince2** Foundation & Practitioner
- **Project Management** (PRINCE2 compliant) including: Planning, Risk Management, Change Management, Document Management, Earned Value, Knowledge of Lean Manufacturing.
- **People Management**, Conflict Management, Stakeholder Management, Leadership, Team Working, Communication, Coaching, Influencing, Analytical Thinking, Problem Solving, Innovation, Oral & Written Presentation skills.
- SC Foreign National **Security Clearance**.
- Associate member of Association of Project Management.

IT Tools

Expert / Advanced User

- Microsoft: Office, Access, Project, Visio
- RPlan
- E-rooms
- Generic IT skills and a variety of in-house packages

Intermediate

- VBA Programming
- C++ Programming

Some experience

- SAP
- Business Objects
- Ultramain
- AutoCAD
- Lotus Notes
- Macromedia Fireworks and Dreamweaver
- TAS Books
- Oracle