
Chariklia (Chara) Charitaki

PERSONAL DETAILS

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 haritaki@hmu.gr ZIP GR-71414

 Married, Mother of two Heraklion, Crete, Greece

EDUCATION

MSc Banking at the Hellenic Open University May 2008
Title of the Postgraduate Thesis
"Indicators in the banking sector , the case of Piraeus Bank and the
Agricultural Bank of Greece"
Advisor: Professor Stamatakis Dimitrios

BSc **School of Management and Economics** June 2001
Technological Educational Institute of Crete,
Department of Accounting

CertHE **Certificate of Higher Annual Pedagogical Training** June 2013
Programme & Further Education and Training
(EPPAIK) of ASPAITE of Crete.

PROFESSIONAL TITLES

MEd	Certification of Educational Competence of Adult Educators in non-formal education (E.O.P.EP)	June 2017 to today
	Certified ERP User (Trainer - Consultant) SoftOne S.A. - ID:100-0090	December 2022 to today

SoftOne Technologies S.A. is active in the development of ERP and CRM systems, as well as innovative cloud services, having received numerous awards and distinctions for its innovation and leading position in the market.

PROFESSIONAL WORK: COURSE TEACHING

(Summary report 2003 - To date)

In summary, I started teaching laboratory courses as an hourly laboratory assistant at TEI of Crete, specifically the courses Computer Use at the General Department of the School of Economics in 2002 & the "Accounting Machines Laboratory" at the Department of Accounting of the School of Economics from 2003 - 2005. From the fall semester 2003-2007 I designed, formulated and taught the curriculum of the theoretical courses Cost Accounting I & II as well as the course Special Topics in Accounting. Upon assuming my duties at the Foundation as a RTI (2007), I took over the laboratory courses of the Department of Accounting & Finance of the Faculty of Economics and Finance.

From 2015 until today, with my inclusion in the category of Special Laboratory Staff (S.L.P.), I took over the theoretical teaching of courses in the same Department.

More specifically, the courses I teach or have taught are as follows: Independent teaching of the course Management Accounting I & II Independent teaching of the Cost Accounting course.

Independent teaching of the course Greek Accounting Standards Independent
teaching of the course Financial Accounting II
Independent teaching of the course Consolidated Financial Statements Company
Accounting Co-teaching
International Accounting Standards Co-teaching
Special Topics in Accounting Co-teaching
Introduction to Financial Accounting Co-teaching
Teaching of laboratory courses:

- Cost Accounting IT
- Financial Accounting Informatics
- Accounting Applications

OTHER ORGANIZATIONAL ACTIVITIES

- Administrative Support of the 11^o ν International Conference On Deregulated Electricity Market Issues in South Eastern Europe (DEMSEE2016), 22-23 Sep. 2016, Heraklion, Crete, Greece
- Administrative Support of the Graduates' Knowledge Updating Programme "PEGA Photovoltaic Energy Systems" (2014-2015)
- Member of the Organizing Committee for the organization of a seminar on the use of modern technologies in teaching, TEI of Crete 2006
- Organisation of Interdepartmental Courses 2003-2004, TEI of Crete KPE.2.2.2.A. TEI of Crete 2004-2005

OTHER WORKING EXPERIENCE

- Financial monitoring and accounting support of the Postgraduate Programmes of the Department of Accounting and Finance (Contract 80446/8714), From 01/2020 to today

- Participation in IP 1.2 and 2.1 with activities related to cost economics, life cycle cost analysis (Energy planning for safe coverage of platform needs, Energy management in remote systems) of sub-project 4 of the action "Centre for the study and sustainable exploitation of marine biological resources" with reference number 5002670 of the Operational Programme "Competitiveness, Entrepreneurship and Innovation 2014-2020" led by ELKEΘE under call 039 (reference number 1695) "Strengthening research and innovation infrastructures" , From 07/2018 to 08/2021
Assistant Accountant in a limited company. Computerised accounting (double-entry system). Keeping the books of the C' Category Central. Branch, From 06/2020 to 08/2023
Internship at the Agricultural Bank of Greece. Department of Judicial, Financial, Sponsorship, From 03/1999 to 09/1999
- Secretarial Support of the company POLYCHRONIDIS O.E. (Import-Export Department) ,From 09/1998 to 03/1999

ADMINISTRATIVE WORK

- Secretary of the Committee for the Evaluation of the Results of the Regular and the Tender Procedures, the Negotiation Procedure according to the TEI Council Decision No. 1247/17-02-2012 and 7/27-06-2013 No. of the TEI Assembly's Act on the establishment of committees for the period from 03/03/2012 to 08/06/2014.
- Founding Secretary of the Archimedes I & Archimedes II Research Projects Archimedes II Measure 2.2.3. f. Support of Research Groups, Environment - Archimedes' Measure 2.6.1.k Support of Research Groups and Gender - Archimedes Measure 4.2.1.e Support of Research Groups Central Actions of TEI of Crete (EPEAK II) 4-3-2004/31/8/2006 1/1/2005-31/8/2006, 1/9/2005-31/12/2006
- Financial Support of the Undergraduate Studies Programme - Central Action of TEI of Crete (EPEAEK II) 11/2003-12/2006

- Mediation Office of TEI of Crete, "Encouragement and Cultivation of Entrepreneurial Spirit at the Technical University of Crete" in the framework of Subproject 1: "Encouragement of entrepreneurial activities, innovative applications and elective courses for students and students " and in particular:

Financial Support - Compilation - Editing - Submission of Project Fiche - Project Financial Data, conducting tenders and processing of Monthly and Quarterly Progress Reports Compilation of Contracts and Processing of Payment Orders.

Submission of an Institutional Proposal to the Archimedes II research project of the EPEAEK II (No. 14171/06/08/2004 of the Ministry of Education and Culture) and in particular the collection, correction, consolidation of forty- three (43) Subproject Fiche in three different Measures and their submission to the EID.

TEACHING EXPERIENCE

Instructor at a DIEK of Heraklion (Public Vocational Training Institutes), From 02/2022 to today

- Instructor at a DIE K of Heraklion , with a work contract with hourly teaching allowance (Praxis. Selection 23/1-3-2022) in the specialty of Computerized Accounting Executive - Office Technician. Courses taught:
 - Cost Accounting (Theory) (No 2 hours per week)
 - Accounting Applications (Theory) (No 2 hours per week)
- Instructor at a DIEK of Heraklion, with a work contract with hourly teaching allowance (Selection Praxis 11/17-10-2022) in the specialty of Computerized Accounting Executive - Office Technician. Courses taught:
 - Cost Accounting (Theory) (No 2 hours per week)
 - Tax Accounting & Tax Accounting Applications (Theory) (No. 2 hours per week)

And in the specialty Supply Chain Services Executive (Logistics) (Act No.10/10-10-2022) Courses taught:

 - General Accounting (Theory) (No 4 hours per week)

- Instructor at a DIEK of Heraklion, with a work contract with hourly teaching allowance (Praxis. Selection 25/15-02-2023) in the specialty of Computerized Accounting Executive - Office Technician. Courses taught:
 - i. Cost Accounting (Theory) (No 2 hours per week)
 And in the speciality Supply Chain Services Executive (Logistics) (Act No.38/16-02-2023) Courses taught:
 - ii. General Accounting (Theory) (No 4 hours per week)

**Laboratory assistant as an Educator Hourly Staff
From 03/2002 to 02/2008**

Laboratory assistant as an Educator

- Hourly Staff of the Department of Civil Structural Engineering of the Technical University of Heraklion, course Computer Use/ at the Laboratory. Project Management (No. 4 hours per week) 10/2007- 02/2008
- Hourly Staff of the Department of Accounting & Finance (10/2006-07/2007)
 - Independent teaching (2 hours of theory and 4 hours of tutorials x 2 groups of sections) of the specialisation course Cost Accounting II (12 hours per week)
 - Independent teaching (2 hours of theory and 4 hours of tutorial exercises of the specialisation course Cost Accounting II (6 hours per week)
 - Co-teaching (tutorial exercises) of the specialisation course Cost Accounting II (8 hours per week)
- Hourly Staff of the Department of Accounting & Finance (09/2005-07/2006)
 - Independent teaching (2 hours of theory and 4 hours of tutorial exercises) of the elective course Special Topics in Accounting (No. of Hours Week 6)
 - Co-teaching (tutorial exercises) of the specialisation course Cost Accounting II (8 hours per week)

- Hourly Staff of the Department of Accounting & Finance (10/2004-07/2005)
Independent teaching (2 hours of theory and 4 hours of tutorial exercises) of the elective course Special Topics in Accounting (No. of Hours Week 6)
Laboratory assistant as an Educator
Hourly Staff of the Technical University of Heraklion
workshop lesson. Accounting Machines (No. 4 hours per week)
Independent teaching (2 hours of theory and 4 hours of tutorial exercises) of Topics in Accounting (No. of Hours Week 6)
- Laboratory assistant as an Educator Hourly Staff of the Technical University of Heraklio Computer lab course.
AP.818/21-02-02 185/AFE (No 4 hours per week)
(09/2003-07/2004)
- Laboratory assistant as an Educator Hourly Staff of the Technical University of Heraklion workshop lesson. Accounting Machines (No. 4 hours per week) (09/2002-07/2003)
- Laboratory assistant as an Educator Hourly Staff of the Technical University of Heraklion Computer lab course (No. 2 hours per week)
- (10/2002-07/2002)

PUBLICATIONS

Journal Publications

1. A study of the banks' efficiency in crisis: empirical evidence from eastern Europe , Balkans and Turkey. Christos Lemonakis , Alexandros Garefalakis , Xanthos Georgios , Hara Haritaki , Journal of Governance and Regulation / Vol.7, Issue 3, 2018 http://doi.org/10.22495/jgr_v7_i3_p1

2. "Photovoltaic Systems and Net Metering in Greece" by F. Mavromatakis, G. Viskadouros, H. Haritaki, Xanthos G., Engineering, Technology & Applied Science Research, 2018, Vol. 8, No. 4
<https://etasr.com/index.php/ETASR/article/view/2197>

Conference Papers

1. Cognitive/Emotional Errors and Financial Education" by Anastasios d. Konstantinidis, Spinthiropoulos Konstantinos, Garefalakis Alexandros and Haritaki Hara , Vol 1 , No 014, /Springer Proceedings in Business and Economics (ICOAE2021), 26-28 August 2021, Heraklion, Crete, Greece
2. An engineering financial analysis of a research sea platform" by Mavromatakis Fotis, Katsigiannis Ioannis, Haritaki Hara, Siderakis Kyriakos, and Stavrakakis Giorgos , Vol 1 , No 037, /Springer Proceedings in Business and Economics (ICOAE2021), 26-28 August 2021, Heraklion, Crete, Greece
3. Photovoltaic systems and net metering in Greece" by F. Mavromatakis, G. Viskadouros, H. Haritaki and G. Xanthos at 12 o International Conference On Deregulated Electricity Market Issues in South Eastern Europe (DEMSEE), 20-21 Sept. 2018, Nicosia, Cyprus
4. Proceedings of the 4th International Conference on New Horizons in Industry Business and Education , Establishment of a Central Unit for Training the Educational Staff of T.E.I. of Crete in New Pedagogical Methods and New Technologies in Education" pp: 163-169,Corfu 2005.
5. Leonardo VELVITT "Virtual Electronic Learning for Vocational & Initial Teacher Training 2005, TEI Crete

SEMINARS AND WORKSHOPS

- ◇ Certificate of participation in the seminar "Modern educational trends and teaching techniques - "Personal development and cultivation of teaching skills in Higher Education" in the framework of the Act "Support Office for Teaching and Learning at the Hellenic Mediterranean University" with code MIS 5162371 (2023)
- ◇ Certificate of participation in the accounting seminar " SoftOne ERP USER Level1 " Accounting Costing Management Advanced Services. 25 hours, (2022)
- ◇ Certificate of participation in the seminar "IFRS - International Financial Reporting Standards" Accounting Costing Management Advanced Services. 100 hours, (2022)
- ◇ Managing Complaints in a Work Environment (15 hours),KEDIBIM - E-Learning
- ◇ Interpersonal Relations & Body Language in a Business Environment (Duration 30 hours), KEDIBIM - E-Learning ,
- ◇ The New Accounting Standards - Analysis and applications of Law 4308/2014, 30 hours duration, School of Lifelong Learning, TEI of Crete (2016)
- ◇ Certificate of participation in the seminar " ERP SAP " University Alliances: Modules Sales and Distribution & Materials Management. 12 hours duration, TEI of Crete (2014)
- ◇ Certificate of Attendance of the Workshop entitled: e-marketing Conference for Business (2013)
- ◇ The role of local government in promoting citizen-driven innovation (2009)
- ◇ The use of modern technologies in teaching Duration 30 hours School of Lifelong Learning, TEI of Crete (2006)
- ◇ Entrepreneurship Training Seminar (2006)
- ◇ Euroaccion-Certificate Easy Project II (Mourcia-Spain) (2004)
- ◇ Certificate of Attendance of the Seminar Introduction to Informatics -MS Windows, Institute of Informatics -ITE (2002)

- ◇ Eurofasma, Horizons, Gen. Accounting (2001)
- ◇ Financial Products from Rural Life (1999)

OTHER ACADEMIC ACTIVITIES

- ◇ Member of the Organizing Committee of the 11th International Conference On Deregulated Electricity Market Issues in South Eastern Europe (DEMSEE 2016), 22-23 Sept. 2016, held in Heraklion, Crete, Greece

Other Work

- ◇ Bachelor thesis

"Establishment and Establishment of a Company -Category C Bookkeeping"

- ◇ Postgraduate Diploma Thesis

"Indicators in the banking sector , the case of Piraeus Bank and the Agricultural Bank of Greece"

- ◇ Econometric Business Studies
- ◇ Money and Capital Markets
- ◇ The Financial System of Greece today (Open Economy)
- ◇ Business Marketing
- ◇ Financial Analysis of Financial Statements.

Thesis Supervision (03/2007 - and today)

Supervision of Degree Theses at the former TEI of Crete and the current Hellenic Mediterranean University which were completed, under my supervision as updated by the department's secretariat and the Institutional Repository of Degree Theses of the library of ELMPEPA, in the capacity of supervisor of the theses and as a member of the Evaluation Committee in multiple theses , with the subject of Accounting, green accounting, costing, taxation and management accounting.

COMPUTER KNOWLEDGE

- Good knowledge of office software in a windowing environment
Accounting program Epsilonet , SoftOne,SAP, Eurofasma
- Good knowledge of O.T.S. (Open Technology Services) public accounting program Software Knowledge" ERP SAP " University Alliances: Modules Sales and Distribution & Materials Management

LANGUAGES

Greek: Native Language

English: Advanced - Lower, First Certificate