

CURRICULUM VITAE

SIMOSI MARIA

PERSONAL INFORMATION

Place & Date of Birth: Athens, Greece, February 26^h, 1994
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PROFILE

Creative writing postgraduate student with a professional background in finance, currently pursuing an MA in Creative Writing at the Hellenic Open University (EAP).

My academic and creative interests focus on storytelling, narrative development, literature and audiovisual expression. Alongside my studies, I have developed strong professional skills in research, organization, documentation, project support and the management of complex information.

I am interested in contributing to cultural and creative projects by combining creativity, analytical thinking, attention to detail and experience in structured professional environments. My background allows me to approach creative projects with both imagination and strong organizational skills.

ACADEMIC & PROFESSIONAL QUALIFICATIONS

2024 – today: **Hellenic Open University (EAP)**
MA in Creative Writing

Academic focus:

- Creative writing practices and narrative techniques
- Story development and literary expression
- Creative project development

2018 – 2023: **Association of Chartered Certified Accountants, ACCA**
Professional Qualification

2012 – 2017: **Athens University of Economics and Business (AUEB)**
Bachelor's Degree in Accounting and Finance (7.1/10 GPA).

2015 – 2016: **Warsaw School of Economics (SGH, Poland)** Erasmus
student exchange program, field of Finance.

PROFESSIONAL EXPERIENCE

12/2018 – Present: **Minerva Marine Inc. Shipping Company**
Finance and Accounting Officer

- Developed strong analytical, organizational and reporting skills through the management of complex information and processes.
- Prepared reports and documentation requiring accuracy, research and attention to detail.
- Collaborated with different departments, supporting operational projects and coordinating information flow.

9/2018 – 12/2018: **Nostos NGO**
Assistant Accountant to Chief Accountant - UNHCR Supported Program

- Supported the administration and documentation of an international humanitarian project.
- Assisted with reporting processes, organization of information and coordination of project-related activities
- Developed experience working within a mission-driven organization.

8/2017– 6/2018: **Air Business International, Business Jet Charter**
Air Charter Coordinator

- Coordinated international operations and communication between clients and partners.
- Managed information, documentation and problem-solving processes in a dynamic environment.

SKILLS

- Creative writing and storytelling
- Research and content development
- Narrative thinking and communication
- Project coordination and administrative support
- Documentation and information management
- Analytical thinking and reporting
- Microsoft Office (Advanced Excel)
- SAP FI/CO

LANGUAGES

- Greek: Native
- English: Fluent (Certificate of Proficiency in English – University of Michigan)
- Spanish: B2 (Intermediate)

INTERESTS

Creative Writing | Cinema | Audiovisual Storytelling | Literature | Painting | Cultural Projects