

# Annetta Benzar

Project Manager/Communications Specialist  
/Research & Strategy

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Visionary and results-driven **Project Manager** and **Strategist** with over five years' experience of delivering projects across various industries. Successfully written grants with capital budgets for EU-funding bodies (ERASMUS+, Creative Europe, Digital Europe, Horizon) and US (SBIR). Proven track record in delivering **full project life-cycle management**, international stakeholder engagement, and **risk assessment** within Agile methodologies. Known for optimizing workflows on ClickUp and Asana that boost efficiency across departments by 25%, ensuring seamless execution of projects from inception to completion. Currently completing PMP certificate. Passionate about **digital transformation, education, health and wellness, and culture**.

## PROFESSIONAL EXPERIENCE

### Project Management and Grant Strategist Consultant, Freelance, Remote (2022 - Present)

- Provided consulting services in project management, grant strategy, and process optimization for start-ups, SMEs, NGOs, and large corporate organizations in EU and US.
- Developed detailed project timelines and proposed new solutions that led to a 7% growth in annual revenue.
- Optimized workflows across departments on Monday, Asana, and ClickUp, enhancing operational efficiency.
- Led communications initiatives, preparing high-quality presentation decks for leadership and team meetings, reports for funding bodies and investors, social media content including newsletters, podcasts, blogs, email marketing, posts, and analytics reports.
- Developed grant applications for IT, health, and culture sectors for funding bodies like SBIR (large funds), Creative Europe, and ERASMUS+.

### Media Officer & Research Assistant at NeuroLandscape NGO (Remote, Part-time, 2024 - Present)

- Led the development and execution of a digital communication strategy across LinkedIn, X, and website blog resulting in 65% increase in user engagement for Horizon EU-funded projects GreenMe and GreenInCities.
- Developed and managed the NeuroLandscape website (WordPress), ensuring accessibility and up-to-date content.
- Analyzed performance data using Google Analytics and Hubspot, identifying trends that informed strategic decisions.
- Optimized workflow across Microsoft Teams, increasing efficiency among 40+ internal team members and external partners.
- Collaborated with cross-functional teams to align communication efforts with deliverable launches, resulting in a 35% increase in stakeholder adoption.
- Managed project budgets and internal finances, consistently maintaining costs within 95% of budget projections.

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- Developed research-based reports and summaries from field trips and project activities, contributing to evidence-based policy recommendations.

### **Project Manager & Grant Writer at MD BRAINNOVATION/ Stamadianos & Partners Law Firm (Remote, 2022 - 2024)**

- Coordination with cross-functional teams to ensure project deliverables were met of EU-funded projects (ITHACA, NaturalOrigins) and corporate projects (REPORTALL)
- Assisted in successful development of project deliverables by maintaining project documentation and reports.
- Contributed to project strategy planning, which was critical in securing 90% stakeholder satisfaction.
- Developed the company's management framework that was adopted by 45% of external project partners.
- Researched and developed the company's diversity and inclusion framework that was adopted to project systems.
- Conducted literature research and prepared 15+ grant applications for ERASMUS+, Digital Europe, ERASMUS+ International, Interreg in the sector of IT, legal compliance, and digital education.
- Led teams of 20+ in grant development for large scale budgets, creating a trusting, respectful team in the process.

### **Trainer / Curriculum Develop at UNICAF University (2018 - 2022)**

- Facilitated interdisciplinary workshops that combined literature and social issues, fostering a deeper understanding among participants; program now serves as a model for future courses, impacting over 200 students annually.
- Conducted evaluations of workshop effectiveness, utilizing participant feedback and assessments to refine course delivery, achieving a consistent 4.8/5 satisfaction rating across all sessions over three academic terms.
- Developed comprehensive curricula and multimedia courses for English BA and MA courses, including video lectures and interactive quizzes, which enhanced participant engagement by over 40% during training sessions across diverse global locations.

### **ADDITIONAL PROJECTS AND INITIATIVES**

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- Organized and facilitated **public speaking workshops** for professionals and students, enhancing presentation and communication skills (Xenion High School, DOREA Educational Center)
  - Co-organized international cultural and literary (in-person and hybrid) events with Ideogramma and Limassol Book Fair, increasing attendance by 35% (2019-Present)
  - Led workshops on Diversity and Inclusion in the classroom (DOREA Educational Centre) for professionals and teachers.

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### **EDUCATION**

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- **Masters of Arts in English, King's College London (2017 - 2018)**
  - **Bachelor of Arts in English Language and Literature (2013 - 2016)**
  - **Certificates:** *Train-the-Trainer Certificate; Digital Content Marketing (Udemy); Google Project Management Certification*

### **PUBLICATIONS**

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- *I AM CYPRUS* (Armida, 2020)
  - *Larnaka: The Anthology* (Armida, 2021)
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- For academic publications: [researchgate.net/profile/Anneta-Benzar/](https://researchgate.net/profile/Anneta-Benzar/)

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## SKILLS & LANGUAGES

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- English (Native) | Russian (Fluent) | Greek (Good) | German (Basic)
- Project Management Software (Asana, ClickUp, Monday, Basecamp, Notion, Microsoft Teams)
- Microsoft Office: Word, Excel, PowerPoint
- Data analytics: Google Analytics, HubSpot
- WordPress
- Multimedia Development: DaVinci Resolve, CapCut
- Budgeting and resource allocation
- Content Writing (blogs, newsletters, articles, academic writing, social media posts, paid ads)