

E/S

Edna Shuli

Professional Summary

I am Edna, a creative web designer with Frontend developer and management skills, and with UX close to my heart. I am always curious to learn more about technology and design. My passion is to build creative, problem-solving and fun user experiences. I am a results-oriented professional with 3 years of experience in management. A natural talent for establishing relationships within colleagues and vendors with coding and communication skills.



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Portfolio
https://edshuli.github.io/ed_portfolio/

COMPETENCES

- HTML5
- CSS3
- UI /UX
- Responsive Design
- Figma

PROFESSIONAL EXPERIENCE

Project Team Manager

Verwiel & Wiingaard/ Amsterdam / March 2019 – November 2020

- Responsible for the contract between the client and manage the shifts.
- Make sure hour registration is kept and other administration tasks are taken care of.
- Raised customer satisfaction by 10% withing 90 days, exceeding client target.

Office Manager

Ikaros Travel / Amsterdam, Netherlands / Nov 2017 – February 2019

- Developed plans for promotional events on holidays for seasonal sales.
- Created Christmas-ending sales event which increased revenue by 20% for December and January.
- Organized memorable and exquisite travel itineraries and vacations for high-level clients, celebrities, and business executives.
- Maintained operational proficiency in coordinating both international and domestic travel accommodations for customers, arranging for airfare as well as hotel and rental car reservations.

Event Coordinator

Michael Cacoyannis Foundation / Athens, Greece / Jan 2015 – Sep 2017

- Organized in-house events, smooth training execution by coordinating seminar functions, scheduling, marketing, reservations, event management and follow-up.
- Planned events while managing all event elements within allotted time limits
- Encouraged timely and relevant package upgrades for event clients as necessary
- Reduces event planning budget by 15% through a new cooperation with Fooding Experts catering provider.

IT Support Engineer

Altec Integrations S.A / Athens, Greece / Sep 2013 – Nov 2014

- Managed vendor relationships for 20+ infrastructure and

- FlexBox
- Bootstrap
- JavaScript
- Vue.js
- JQuery
- Flask
- APIs
- Git
- Social Media

KEY SKILLS

- Agile Development
- Web editing
- Communication
- Project Management
- Client Oriented
- Organization
- Team leadership
- Technical Support
- Strategic Planning
- Networking

LANGUAGES

- English
- Greek
- Albanian
- Ducth A2 level (doing courses for B1)

- application support projects
- Broke down and evaluated user problems, using test scripts, personal expertise and probing questions.
- Conferred with engineers and designers to investigate and solve failure issues.

Sales Representative

Mark One Stores / Athens, Greece / Oct 2011 – March 2013

- Managed store openings, closing and planning duties
- Tracked individual sales rep sales goals and individually mentored any representative deemed to be falling behind.
- Exceeded sales goals by more than 10%

EDUCATION

Code Institute

Diploma Full Stack Software Development, 2019 – 2020

The Event Academy

Diploma in Event Management, Communication and Marketing, 2018 - 2019

IEK Praxis

Diploma in Graphic Design, 2016 - 2017

University of Applied Sciences of Central Greece

Bsc Automation and IT Engineering, GPA 7,02, 2010 - 2015

OTHER INTERESTS

- Role and growth of technology in societal growth
- Learning new skills online
- Puzzles up to 1000 pieces
- Traveling
- Dancing
- Cooking
- Sports and Yoga