

# Augoustinos Kallergis, PMP

Project manager with an HR, IT, & Data profile (PMO experience)

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8

years experience  
4 in projects

3

languages fluent  
working level in 6

9

IT tools used  
proficiently

3

Fields of expertise  
Polyvalent profile

## EXPERIENCE

Project Controller / Business Analyst

**NESTEC**

2016-current

Vevey (CH)

- Process optimisation, streamlining SAP HR processes, data management.
- Creation of reports including FTE, Project Costing and Contract Mgmt.

PMO Project Manager & HR Project Lead

**Nespresso SA & Nestlé Operational Services Worldwide**

2014-2016

Lausanne (CH)

- PA/OM roll-out in the Israel, Iberia & Austria Markets.
- Set-up of controlling, methodology, training, tools & system processes.

PMO Project Assistant (Consultant)

**Nespresso SA & Altran A.G.**

2012-2014

Lausanne (CH)

- Running and optimisation of reporting, effort tracking & billing processes.

HR Business Partner

**Djibouti Palace Kempinski.**

2011-2012

Djibouti (DJ)

- Complete set-up of HR Employee and reporting processes.
- Running of daily HR activities (team of 3), delivery of training sessions.

### Ask me about

- my experience in Sales, Hospitality, Training and HR Management.
- my activity as a magician and independent business owner.

## SKILLS

- IT expertise: MS Office, SharePoint, Project, Web Design, HP ALM, HP PPM, VBA, Solution Manager, SAP HR, IOS, Mac OS X, MS Windows.
- Certified trainer on the Belbin psychometric collaboration tool.

### Ask me about

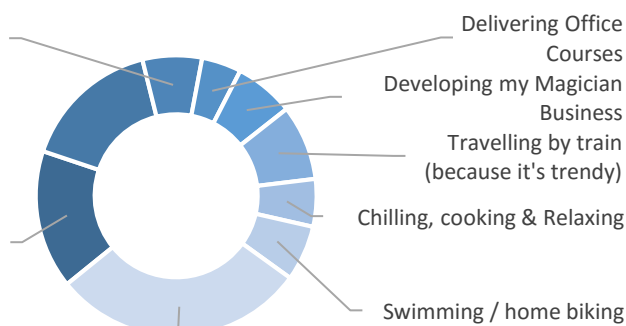
- my Project Management Professional and 'Master Microsoft Office Specialist' certifications.
- my ability to streamline and optimise processes and workflows.

## A DAY OF MY LIFE

Helping colleagues do cool stuff with Microsoft Office

Process optimisation, simplification at Nestlé

Building awesome reports at Nestlé



Sleeping / organizing parties/busy making plans

## WHAT I WILL BRING

Combined skills in Project Management, Data, IT, HR and the Service Industry

A strive to automate and simplify recurrent, manual processes.

Positive, solution-oriented profile, able to go the extra mile to reach objectives

## STRENGTHS

Multilingual, international profile.

Ability to analyse and process large amounts of data

Structured & lively, training skills.

## LANGUAGES

French	●●●●●
English	●●●●●
Greek	●●●●●
German	●●●●●
Spanish	●●●●●
Dutch	●●●●●

## EDUCATION

Human Resources Certificate  
IFP

Mar. 2016 – Current

Project Management Professional  
International Institute for Learning  
Dec. 2015 – Dec. 2015

FSEA 1 & 2  
FormationS.ch  
Dec. 2012 – Mar. 2013

MSc Int'l HR Mgmt  
Oxford Brookes University  
Dec. 2008 – Dec. 2009

BSc Int'l Hospitality Mgmt  
Ecole hôtelière de Lausanne  
Aug. 2002 – Dec. 2007