

Fragiski Melissa-Forst

Date of Birth: 15 November 1968
Marital status: Married, 1 child
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Education:

09/1994 - 08/1995 **Masters of Arts** (Major in Industrial/Organisational Psychology),
Columbia University, New York, USA

09/1992 - 05/1994 **Masters of Arts** (Major in Social Psychology),
New School for Social Research, New York, USA

09/1987 - 05/1991 **Bachelor of Arts** (Major in Psychology),
University of Athens, School of Philosophy-Pedagogy-Psychology

Professional experience:

01/2000 – today **KPMG CONSULTING**
Human Resources Department, **Manager**
Duties: Project Management of employee satisfaction surveys, outplacement programs, succession planning, job evaluation, assessment centres. Executive Search & Selection of upper management positions.

03/1999 – 01/2000 **STET HELLAS TELECOMMUNICATIONS S.A.**
Human Resources Department, **Training & Development Manager**
Duties: Design of the training and development policy and control of its implementation, identification and analysis of organisational training needs, management of the training and development budget, design of development programs (including assessment and development centres), design of an orientation program for new hires.

10/1998 – 03/1999 **KPMG PEAT MARWICK KYRIACOU**
Human Resources Department, **Supervising Senior Consultant**
Duties: Executive Selection, Job Descriptions & Job Specifications, Employee Satisfaction Surveys, Customer Satisfaction Surveys, Assessment Centres, Career Progression Scheme, Development of Training Programs, Merit & Bonus Systems, Performance Appraisal Systems, Salary Surveys.

10/1997 - 10/1998 **KPMG PEAT MARWICK KYRIACOU**
Human Resources Department, **Senior Consultant**

10/1995 - 10/1997 **KPMG PEAT MARWICK KYRIACOU**
Human Resources Department, **Junior Consultant**

08/1994 - 08/1995 **ST. LUKE'S ROOSEVELT HOSPITAL CENTER OF NEW YORK**
Division of Endocrinology and Diabetes, **Recruitment Officer**

09/1991 - 05/1992 **MINISTRY OF YOUTH,**
Educational Co-ordinator in a special program focused on an organisation of summer camps for children with special needs.

Scholarships: **Award** from *Kapodistrian University of Athens*, for scoring distinction marks for four consecutive years, 1987-1990

Merit Award from *Naval Association*, 1987-1991

Partial Scholarship by *New School for Social Research*, 1992-1993

Fulbright International Scholarship for graduate studies at *New School for Social Research*, 1992-1993

Full Scholarship from *Lilian Voudouris Foundation*, 1993-1994

Partial Scholarship from *Gerondelis Foundation* for graduate studies at Columbia University, 1994-1995

Partial Scholarship from *Alpha Credit Bank* for graduate studies at Columbia University, 1994-1995

Professional training:

12/2000	“New Managers’ Workshop”	(KPMG Training Centre, Montreux)
07/2000	“Change Management”	(KPMG Training Centre, Prague)
07/1998	“Advanced Consulting Skills” seminar	(KPMG Training Centre, Copenhagen)
04/1997	HR Systems training	(KPMG Athens-Greece)
07/1996	TMS (Team Management System) Accreditation Workshop	(KPMG European Training Centre, Brussels)
11/1995	“Selecting the right individual for the right job position”	(Hellenic Association for Business Administration-EEDE)
10/1995	Business Process Re-engineering (BPR) seminar	(KPMG Ottawa-Canada and KPMG Athens-Greece)

Computer Skills: Microsoft Office, SPSS

Languages: English, German

Memberships: Member of the American Psychological Society