Alexandra Baikousi

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Operations professional with 6+ years of experience in SaaS, maritime technology, and shipping operations. Currently working as a Marine Operator, coordinating cross-functional departments to align with vessel schedules and operational requirements. Adept at vessel performance reporting, fuel consumption monitoring, MRV compliance reporting, and operational procedure coordination. Strong analytical, organizational, and stakeholder management skills within fast-paced operational environments.

Work Experience

10/2025-07/2026

Amancio Shipping Corp.

Marine Operator

Main Tasks:

- ✓ Coordinate with technical, crewing, purchasing and accounting departments to align with operational requirements
- ✓ Serve as the primary point of contact for Masters, port authorities, agents, and clients regarding day-to-day operational matters.
- ✓ Prepare and monitor vessel performance reports, including fuel consumption analysis and operational data tracking.
- ✓ MRV compliance reporting and maintaining accurate operational documentation and records.

11/2019-10/2025

Procureship

Key Roles:

Product Coordinator – Freight Forwarding (2024-2025):

- ✓ Collaborated with stakeholders and tech teams to conceptualize, scope, and deliver a new Freight Forwarding product
- ✓ Collected and clarified user requirements, translating them into actionable technical specifications.
- ✓ Worked closely with stakeholders and developers to ensure alignment between business needs and technical delivery.
- ✓ Supported testing and validation of deliverables to ensure the product met user expectations.
- ✓ Helped define scope and priorities based on market research and user feedback.

Operations Lead & Supplier Expert (2022-2024):

- ✓ Owned supplier-related workflows: onboarding, communication, categorization, and compliance.
- ✓ Implemented a categorization system for service providers
- ✓ Managed brand mapping for spares: verified alignment between buyer-submitted brands (from RFQs/POs) and internal records, updated brand lists.

Account Manager & Operations (2019-2022):

- ✓ Dedicated point of contact for major shipping clients, resolving supplier issues, system errors, and integration concerns.

01/2019-11/2019

ERGHANI SA

Trade in ophthalmological and surgical articles

Administrative Secretary

01/2018-12/2018

Public Entities Accounts Section Bank of Greece

Apprenticeship

Education

09/2020-09/2022

MS in International Shipping, Finance and Management

Athens University of Economics and Business
Grade: 8.6/10

10/2013-09/2018

Bachelor in Business Administration

Athens University of Economics and Business

Languages

Greek Native
English Proficient (C2, Cambridge Proficiency)
German Goethe-Zertifikat A2-Ongoing
Russian Pushkin Institute A1-Ongoing

Technical Skills

Airtable | Jira | Periscope Data | Basic SQL | Microsoft Office | Operational Process Mapping | Product Research & Coordination | Supplier Relationship Management | User Support

Interests

Sports | Travelling | Exploring | Dance |

Environmental Consciousness | Animal Welfare