

Asimina Trikali
Curriculum Vitae
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Today

Head of NHMC-UOC Library and Photographic Archives.

Since 2015 Technical Assistant and Laboratory Staff at the School of Sciences and Engineering of the University of Crete.

Natural History Museum of Crete, University of Crete, Voutes University Campus, Irakleio 70013, Crete, Greece, www.nhmc.uoc.gr

Description of duties :

- Guiding people on where to find resources for secondary use in research, learning and teaching, how to use the tools and services to find information quickly and easily.
- Assisting the visitors to the library with any enquiries they have, or if they can't find a book.
- Organizing and managing the NHMC-UOC photographic archive (digitalization, key-wording and archiving of images in databases).
- File maintenance, updating, supplementing, correcting, adding, or subtracting file metadata.
- Digital content management of the museum archives.
- Continually cataloguing, labelling and adding new books, articles, maps CDs and DVDs to the library system—both physically and electronically.
- Guiding students and researcher's in literature search.
- Collaboration with the Graphic Design Department of NHMC.

Additional Skills

- MSOffice programs (Word, Excel, Access, PowerPoint).
 - ECDL Certified Modules: Databases - MsAccess 2000, Information and Communication Management, Ms Internet Explorer & Outlook Express.
 - Being familiar with Internet and its technologies.
 - Experienced with digital content management. Photo editing programs and image/graphics archiving (ACDSee, Photoshop, Lightroom, CorelDraw, Picasa).
 - Special photography of bio- and geodiversity issues (flora, fauna, minerals, rocks, habitats, geotopes, etc.), in the natural environment and in the studio (eg herbarium digitization).
 - Very good knowledge and experienced in finding bibliographic data from national and international sources of information on the internet and archiving bibliography in databases.
 - Organization, management, maintenance and archiving of photographic material (negatives, slides, Photos).
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Work experience

2006-2015, Open Ended Private Law Contract

Natural History Museum of Crete, University of Crete, Voutes University Campus, Irakleio 70013, Crete, Greece

Head of NHMC-UOC Library and Photographic Archives and 2009-2016 Secretarial support (administrative secretarial support, Greeting visitors and direct them to the appropriate departments or individuals, administrative tasks, manage correspondence, etc.)

1999-today: I participated in 11 research and applied projects at the NHMC.

Education and training

Agricultural technician / School Of Agriculture, Department of Crop Production / Technological Educational Institute of Crete, Irakleio, 1997

Language / English (Level B2)

Seminars / courses

1. 2009 – now: regular member of the Hellenic Photographic Society of Irakleio (<https://www.efecrete.gr/>), participating in various activities such as exhibitions, workshops, contests etc. I took part and received distinctions in many photo competitions, held through Greece and in different countries around the world.

In 2013 i started participating in Greek and International competitions and in 2014 i was awarded the artistic title AFIAP (Artist FIAP) of the International Federation of Photographic Art (FIAP).

I was honored to be member of the jury committee in the following photographic competitions of fine art photography that were held in Greece under the auspices of the three photographic federations FIAP, GPU and PSA:

- **2nd Olympic Photo Circuit 2014** <https://olympicphotocircuit.com/presentations/14-awards/118-presentation-2014>
- **3rd Olympic Photo Circuit 2015** <https://vimeo.com/148769984>
- **3rd Greek Photographic Circuit 2015** <https://greekcircuit.com>
- **1st N.E.W. Bi - Continental Photo Circuit 2015** <https://newphotocircuit.com/>
- **2nd N.E.W. Bi - Continental Photo Circuit 2016** <https://newphotocircuit.com/>
- **5th Greek Photographic Circuit 2017** <https://greekcircuit.com>
- **2nd- 3rd- 4th Pacific-Atlantic International Photographic Circuit 2017-2018-2019** <http://www.pacificatlantic-photo.com/>

2019: I participated with my first personal exhibition in the festival held at Irakleio, “ART EN ROUTE”

My Personal website, <http://www.minatrikali.gr>

2. **17/12/2014:** Participation in the Experiential Seminar of the program SEE- Safeguarding Educational Environment, "SEE- Safety for dealing with natural disasters in the educational environment" organized by NHMC.
3. **28–30/6/2013:** [Green Ideas Project Network](#), organized and facilitated by [Agro-Know Technologies](#).
4. **26-28/6/2013:** School “Novel Agricultural Business on Medical & Aromatic Plants”, by [Agro-Know Technologies](#) and [APIVITA](#) in the context of the European projects: agINFRA, Organic Lingua, Natural Europe, Herbal.Mednet and I.S.L.E.
5. **3, 6 & 7 /10/2012:** Cultural Heritage Protection Workshop of the PATCH program (Prevention Analysis and Tools for Cultural Heritage) lasting 15 hours on "Application of good practices and rules of cultural heritage protection in case of seismic risk".
6. **29/5/2011 – 5/6/2011:** Digital Curation summer school, «Preparing, curating and organizing Digital Cultural Heritage», Chania, Crete, Greece, by Ellinogermaniki Agogi.
7. **2/2/2009 – 6/2/2009:** Seminar on "Innovative Educational activities in libraries", PINEP Heraklion.
8. **2008:** Photography seminars, lasting 25 hours. Institute of Continuing Adult Education (IDEKE) at Adult Education Centers, Heraklion.
9. **19/4/1999 – 5/7/1999,** 390 hours "Information Technology - Systems Development", Agency: K.E.K. Mediterranean Education.

Windows 98, Word 97, Excel 97, Databases – Access 97 - Internet – websites e.t.c.

10. **16/1/1999 – 25/4/1999**, 400 hours "*Methodology of Natural Environment Management with geographic information system (GIS)*", Agency: K.E.K. Technical training

Structure and operation of marine ecosystems in Crete - Areas under protection - Wetlands and coastal ecosystems - Values, structure and operation of wetland ecosystems. Problems and threats, habitats and bio communities.

Congresses

Participation:

2019: 25th PanHellenic Academic Libraries Conference “Academic Libraries and Open Science“, 10-11 October 2019 at the University of Crete, Rethymno, Crete, Greece.

Secretarial Support:

I offered secretariat, organizational and administrative support as Secretariat's personnel during the Congresses:

- **2018:** 9th Helecos congress, (University of Crete, Voutes, Heraklion, Crete, Greece, 4 -7 October 2018)
- **2017:** Life Natura Themis - "Environmental Responsibility, Prevention and Remedy: Challenges and Opportunities for the Biodiversity Protection in Greece", (Heraklion, 8 - 10 September 2017)
- **2011:** 5th Biennial Conference of the International Biogeography Society (Heraklion, Crete, Greece, 7-11 January 2011)
- **2009:** 11th International Congress on the Zoogeography and Ecology of Greece and Adjacent Regions (Heraklion, Crete, Greece, 21-25 September 2009)