

LEONIDAS VERVERIS

Airbnb Properties Management



EXPERIENCE

Jun 2018
Present

AIRBNB PROPERTIES MANAGER **EclecticSkgAirbnb** | Thessaloniki, Greece

As an Airbnb Properties Manager running my own company, I am overseeing daily operations of Airbnb properties, managing guest communications and handling reservations, analyzing the market trends and adjust pricing strategies. Finally, I am ensuring timely and accurate reporting to property owners and preparing budgets for property operations.

Feb 2022
May 2024

REAL ESTATE AGENT **Veltiston Properties Management Services** | Thessaloniki, Greece

In this position I was assisting clients with buying and selling residential properties and parcels. I was also providing market analysis and pricing recommendations. In addition, I was creating marketing materials and listings for properties. Furthermore, I was negotiating contracts and agreements.

May 2017
Oct 2017

ASSISTANT MANAGER **Aegeo Spas** | Chania, Greece

As an assistant manager in a spa center, I supported daily operations by managing staff schedules and training, ensuring excellent customer service, and addressing client inquiries and complaints.

EDUCATION

Sep 2024
Present

DIPLOMA IN HUMAN RESOURCES **Workearly** | Thessaloniki, Greece

Sep 2023
May 2024

DIPLOMA IN SUPPLY CHAIN MANAGEMENT (LOGISTICS) **Institute of Initial Vocational Training** | Thessaloniki, Greece

Oct 2015
May 2017

DIPLOMA IN PHYSIOTHERAPY ASSISTANCE **Institute of Vocational Training** | Thessaloniki, Greece

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OBJECTIVE

I am a passionate and ambitious Real Estate and Airbnb Manager with experience running my own Airbnb company. With a proven track record of maximizing property performance, I aim to leverage my expertise in guest relations, property management, and marketing strategies to enhance guest experiences. I excel in collaborative, multidisciplinary teams while taking personal responsibility for driving results and ensuring project success. Always open to new challenges.

SKILLS

- Communication and Organisational Skills
- Leadership and Collaboration
- Microsoft Office (Word, Excel, Power Point, Access, VBA)
- European Driving Licence (Category B)
- Fulfilled Military Obligations

LANGUAGES

- Greek | Native
- English | Advanced.
Certificate of Proficiency in English (ECPE)
University of Michigan
- German | Intermediate. Goethe Zertifikat B2