

Tamari Dakhundaridze

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BIO

I am a certified Project Management Professional (PMP) with eight years of extensive experience in both public and private sectors. My expertise spans international and country levels, focusing on public health, social care, and healthcare business. Currently serving as Deputy Mayor in Kutaisi, Georgia, I bring a wealth of leadership and strategic skills to the role. Fluent in Georgian, English, and Russian, I hold a Master's degree in Health Economics Policy & Law from Erasmus University Rotterdam. My professional journey reflects a commitment to driving positive change and achieving impactful results in the dynamic landscape of delivering health and social services.

Skills

- Certified PMP with strong management, interpersonal and organizational skills
- Skilled in fostering international relations, establishing and maintaining strategic partnerships.
- Comprehensive analytical, quantitative, and qualitative research skills
- Comprehensive knowledge of Stata, R, Microsoft Word, Excel, PowerPoint, Outlook
- Multilingual (Georgian, English, Russian)

Work Experience

Deputy Mayor, Health & Social Services and International Relations, Kutaisi City Hall, Georgia, Kutaisi **January 2023 - Present**

Health and Social Services:

- Policy and program development and implementation
- Strategic planning and budget oversight
- Coordination of services and community engagement
- Health promotion and crisis management
- Collaboration with healthcare providers and social support programs
- Data analysis and reporting
- Advocacy, government relations, and public relations

International Relations:

- Establishing and maintaining partnerships with international entities
- Managing projects and programs funded by international donors
- Representing the municipality in international forums and events

Managing Director, EVEX Hospitals – Blood Center, Georgia, Tbilisi **July 2021 – January 2023**

- Developed and implemented Blood Bank Information Management System that captures all procedures undertaken by the establishment
- Extended organization from 1 to 6 blood collection sites and 1 centralized manufacturing facility in 4 different regions of Georgia, increasing blood donations by 4 times
- Supplied up to 15 hospitals in 4 regions of Georgia with safe blood components
- Planned and managed annual budget. Had achieved 200% growth in revenue within a year
- Authorized and established all procedures and policies relating to all phases of donor administration and testing as the collection, processing, storage, and distribution of all blood components
- Established relationships with government officials and NGOs to promote public awareness of voluntary blood donation. Have made Memorandum with National Disease Control Center and organized more than 15 blood drives in cooperation with them within 1 year.
- Conducted market analysis to set competitive prices for blood components and services provided
- Analyzed statistical data, progress and activity reports to assess effectiveness of operations and developed strategies for future progress

Visiting Lecturer, Akaki Tsereteli State Medical University, Georgia, Kutaisi

October 2020 – Present

- Lecturing on Public Health and Primary Healthcare
- Developing course curriculum and contents
- Monitoring student's progress and providing feedbacks for improvements.
- Providing assignments and homework for students
- Preparing examination papers and grading student tests
- Engaging students in class discussions, seminars, and quizzes.

Researcher, Curatio International Foundation, Georgia, Tbilisi

October 2020 – July 2021

- Contributed to the preparation of the research methodology and tools for quantitative and qualitative studies
- Ensured database cleaning and processing (data decoding, database restructuring, etc.)
- Did descriptive and regressive analysis of quantitative data and conducted interviews for qualitative studies
- Prepared relevant methodological and analytical documents, presentations, charts and tables
- Mentored and supervised research assistants and interns
- Assisted the preparation of grant proposals and analytical papers

Administrator of Laboratory Information Management Systems (LIMS), MegaLab, Georgia, Tbilisi

December 2018 - July 2019

- Monitored and managed clinical and patient information and the associated analytical workload to ensure that 9000 tests in a day are undertaken
- Established technical tasks for LIMS program developers
- Developed policies, standard operating procedures and other documents related to LIMS software
- Organized and conducted LIMS-related trainings in 5 different regions of Georgia (trained 200 personnel)
- Collaborated with LIMS quality control team
- Supported implementation of other information systems within and outside the organization

Intern, Nutrition and Food Systems Division, Food and Agriculture Organization of the United Nations, Rome, Italy

July – December 2018

Supported development of FAO/WHO GIFT (Global Individual Food Consumption Tool) Platform:

- Performed a review of the literature and an inventory of institutions specialized in nutrition/dietary assessment to identify existing individual quantitative food consumption datasets worldwide
- Kept FAO/WHO GIFT platform updated
- Developed a contact list of key stakeholders
- Facilitated the team's collaboration with different project partners
- Took part in preparation of requests for specific information on the food consumption data and surveys to the key persons identified
- Organized webinars and disseminated relevant documentation

Operational Risk Management Specialist, EVEX Medical Corporation, Tbilisi, Georgia

March – June 2018

- Performed monitoring activities in 16 referral and regional hospitals and ambulatory centers in Georgia
- Conducted interviews with hospital staff and on-site assessments
- Completed operational risk management checklists and related documents
- Investigated and documented risk incidents
- Analyzed identified risks and developed recommendations for improvement

Junior Business Process Analyst, EVEX Medical Corporation, Tbilisi, Georgia

September 2015 - February 2018

- Analyzed and documented business processes of the corporation (referral hospitals, regional hospitals and ambulatory centers in Georgia)
- Conducted database search, analyzed data and compiled reports
- Monitored changes in regulation and documented the results
- Contributed to projects in the Operational risks and Business Process Management Division

Intern, National Institute of Pharmacy and Nutrition,

Budapest, Hungary

September - November 2017

- Supported development of projects related to public health, human nutrition, nutritional environment and hygiene
- Worked on JANPA project (Joint Action on Nutrition and Physical Activity), collected information about the best practices in the UN member countries, drafted documents and supported the project website

Intern, World Medical Association, Ferney-Voltaire, France

June - August 2016

- Supported the WMA and IFMSA (International Federation of Medical Students' Associations) in projects related to medical ethics, socio-medical affairs, and human rights
- Developed Antimicrobial Resistance Survey in collaboration with the World Health Organization (Geneva, Switzerland) to evaluate the level of awareness of antibiotic resistance among healthcare professionals
- Developed survey for IFPMA (International Federation of Pharmaceutical Manufactures and Associations) for WMA Influenza campaign targeting medical professionals

EDUCATION

Master of Science in Health Economics, Policy and law

Erasmus University Rotterdam

Rotterdam, Netherlands

2019-2020

Coursework included: Advanced Research Methods, Comparative Health Policy, Economics and Financing, Economics of Health and Health Care, Global Health Economics, Health Economic Development and Policy, Health Technology Assessment, International Health Law.

Master's Thesis: The extent to which geographical variation in healthcare spending is associated with physical environmental factors in the Netherlands.

Bachelor of Science in Public Health

Tbilisi State Medical University

Tbilisi, Georgia

2013-2017

Coursework included:

Clinical disciplines: Human Anatomy, Human Physiology and Pathophysiology, Pathology, Microbiology, Molecular and Genetic Medicine, Histology, Infectious diseases, Chemical ecology.

Public health disciplines: Epidemiology, Nutrition, Statistical Methods, Ecology, Natural and Built Environment Hygiene, Health Policy and Management, Health Promotion and Disease Prevention, Hospital Management.

Certificates

Global Credential - Project Management Professional (PMP)

Project Management Institute

November, 2023

LANGUAGES

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| • Georgian (native) | • English (full professional proficiency) | • Russian (limited working proficiency) |
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YOUTH EXCHANGE AND TRAINING COURSES

Competitively selected Youth delegate (among globally selected 20 finalists), World Health Organization's Global Meeting to Accelerate Progress on SDG target 3.4 on NCDs and Mental Health, **Muscat, Oman**
9-12 December 2019

Member of the Youth Innovation lab, WHO Global Dialogue on Partnerships for Sustainable Financing of Noncommunicable Disease (NCD) Prevention and Control,
Copenhagen, Denmark
8-12 November 2018

Came up with innovative ideas and solutions to close the existing financing gap for NCDs. Working topics:

- A vital investment: Scaling up health workforce for NCDs
- NCDs and mental health in emergencies
- Accelerating access to medicines and new technologies in low- and middle-income countries
- Advocacy for resource mobilization for NCDs
- Creating a shared value: Aligning commercial and public health interests to tackle NCDs