**Personal Information**

|  |  |
| --- | --- |
| Name and Surname | Tinatini Meparishvili |
| Date of Birth | 08/02/1987 |
| Address | Rustaveli St. 116, Kutaisi |
| Tel.: | 514704407 |
| e-mail: | Tinatin.mepharishvili@unik.edu.ge |

**Education**

|  |  |  |  |
| --- | --- | --- | --- |
| Period | Name of the Educational Institution | Specialty | Degree |
| 09/2012-04/2014 | Kutaisi Institute of Law and Economics | Business Administration, Finances, Banking and Taxation  | Master |
| 09/2005-06/2009 | Akaki Tsereteli State Univetsity | Law, Economics | Bachelor |

**Work Experience**

|  |  |  |
| --- | --- | --- |
| Period | Name of the Organization | Pozition |
| **2004-2005** | Charity Humanitarian Center "Abkhazia" | Head of the School |
| 2005-2006 | Charity Humanitarian Center "Abkhazia" | Coordinator of the Project |
| 2007 | Information Bureau K&C | Office Manager |
| 2007-2011 | Sport school N10 | operator |
| 2011 | Kutaisi University | Office Manager of the Scientific Analytical Center  |
| 2012-2020 | Kutaisi University | Mobility Process Coordinator |
| 2019-2020 | Kutaisi University | Acting Human Resources Manager |
| 2016-2020 | [Ministry of Economy and Sustainable Development of Georgia](http://www.economy.ge/?lang=en) | Special Program for Students |
| 2016 | Erasmus+ Project CURE | Member of the Project, Researcher-Teacher |
| 2015-2020 | Civic Lecturers Association CELA | Founder |
| 2020-2021 | Kutaisi University | Head of Learning process Administration |
| 2014-2021 | Kutaisi University | lecturer |
| 2020 | Kutaisi University, Civic Lecturers Association CELA/ Friedrich Ebert Foundation / School for Civic Engagement Project | Imereti Region Coordinator |

**Trainings**

|  |  |  |  |
| --- | --- | --- | --- |
| № | Period | Name of the Training | Status |
| 1 | 2018 | Erasmus +, Training Course VAKE | Participant |
| 2 | 2017 | USAID-IFES-CELA Civic Education Methodology | Trainer |
| 3 | 2015 | USAID-IFES Training for trainers in the civic education program | Participant |
| 4 | 2014 | USAID-IFES Program Management and Organizational Planning | Trainer |
| 5 | 2013 | Development of CELA Association Action Plan, Involvement, Management and Communication of CELA Members | Trainer |
| 6 | 2013 | IFES Democracy and Citizenship, Civic Education Training | Participant |
| 7 | 2006 | Charity Humanitarian Center Abkhazia | Trainer |
| 8 | 2005 | Charity Humanitarian Center Abkhazia, Business Training | Participant |
| 9 | 2006 | A / O Partners Georgia, Peer Mediation | Participant |

**Foreign Languages**

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| Foreign Languages | Level |
| ინგლისური | B2 |
| რუსული | B2 |
| გერმანული | A1 |

**Other Skills**

|  |  |
| --- | --- |
|  | Level |
| Microsoft Office Word | Very good |
| Microsoft Office Excel | Very good |
| Microsoft Office PowerPoint | Very good |
| Zoom | Very good |
| Google Drive | Very good |