

**Personal Information**

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**Education**

Years	Name of the Institution	Specialty	Qualification
2020 – present	Kutaisi University	Faculty of Economics and Business	Accounting and auditing; Master's
2017	Business Academic Center	Financial Manager Professional	Financial Accounting - Reporting
2012 - 2016	Kutaisi University	Faculty of Social Sciences	Economics; Bachelor
1999 – 2011	Secondary School no- 21, Kutaisi	Basic courses of secondary education	Full secondary education

**Work Experience**

Years	Organization	Position
July 2020 – present	Kutaisi University LTD	Manager of learning process management
December 2019 - July 2020	Kutaisi University LTD	Bachelor Degree Program Coordinator
March 2019 – December 2019	Kutaisi University LTD	Secretary of the Faculty of Social Sciences
May 2015 – July 2018	Microfinance Organization “GeoCapital” JSC	Credit Expert
November 2014 – December 2014	National Statistics Office	Made a description
November 2013 – May 2014	House of Justice	Head of the training

### Knowledge of Foreign Languages

Foreign Language	Starting level	Average level	Good	Very good	Mark if you have the relevant certificate
English Language			✓		
Russian Language	✓				
Specify another					

### Computer Skills

	Starting level	Average level	Good	Very good
Microsoft Office Word			✓	
Microsoft Office Excel			✓	
Microsoft Office PowerPoint			✓	
Zoom			✓	
google drive			✓	
If other, please indicate				

### Participate in training courses, seminars, trainings

№	Date	Name of training course, seminar	Your status (facilitator, participant, organizer)
1	2015	Civil involvement and democratic principles; Gender and leadership	participant
2	2014	Fairness of the transition period	participant
3	2014	Entrepreneurial skills; Trainers Training	participant
4	2014	Awareness raising course on human rights	participant
5	2013	Intercultural dialogue and communication	participant
6	2013	You and Your Business; You and Your Perfect Job	participant
7	February 2012 – January 2013	Social media; Declaration of principles of tolerance	participant
8	2012	Adriatika 2012	participant