



CV

1. Personal Information

Surname	Siradze
Name	Ekaterine
Mail :	eksiradze@gmail.com ; e.siradze@seu.edu.ge ;
Current occupational position	Civil Service Bureau of Georgia, Analytical Department, Chief Specialisti

2. Position and specialty

Position:	<input checked="" type="checkbox"/> Invited Professor
Specialty	Law

3. Education

I			
Name of the higher education institution	Ivane Javakhishvili Tbilisi State University		
Faculty / Specialty	Law Faculty		
Date of the enrollment/Graduation	Beginning (yy)	End (yy)	
	2010	2012	
Qualification	Master's degree		
II			
Name of the higher education institution	Ivane Javakhishvili Tbilisi State University		
Faculty / Specialty	Law Faculty		
Date of the enrollment/Graduation	Beginning (yy)	End (yy)	
	2006	2010	
Qualification	Bachelor's degree		

4. Professional experience

Date (mm/yy)		Employer	Position / duties
-from	-to		
2015	present	Civil Service Bureau of Georgia	Analytical Department, Chief Specialist
2019 June	2020 July	Civil Service Bureau of Georgia	Acting head of the Analytical Department
2019 June	2020 October	Civil Service Bureau of Georgia ; UNDP	Project manager United Nations Development Program; Civil Service Bureau of Georgia, Tbilisi (Georgia)
2019 June	Present	State Audit Office, Training Center of justice etc.	Accredited trainer, professional development training courses for public servants
2017	2018	Civil Service Bureau of Georgia ; UNDP	Project Manager Assistant United Nations Development Program; Civil Service Bureau of Georgia
2014	present	Training and Research Academy of the Federation of German Civil Servants (dbb)	Certified Trainer on Ethics in Civil Service; Certified to an ISO standard
2014	2015	Civil Service Bureau of Georgia	Senior Specialist at Administrative Department
2012 July	2012 December	The Government Administration Office	Leading Specialist at Protocol Department of the Government
2009	2012	Senior Specialist Tbilisi State University	Senior Specialist of faculty of Law
2009	2009	The Supreme Court of Georgia	Intern

5. Scientific-pedagogical experience

Date (mm/yy)		Higher Education Institutions	Study course / Research project	Learning step
-from	-to			
2017	present	Georgian National University (SEU)	Invited Lecturer	Undergraduate degree
2013	2014	East European University (EEU)	Invited Lecturer	Undergraduate degree

6. Scientific publications

Date	Topic of the working theme	Scientific Journal	Publisher
2017	Co-author of Guidebook on Ethics and Code of Conduct in Civil Service	Handbook	GIZ, Tbilisi, ISBN 9789941276033
2017	Author of the article "Separation of power between ministries and subordinated legal entities of public law"	compilation of Policy Papers on Civil Service	GFSIS, USAID and CSB

7. Other activities

N	The Name and Description of the Activity
1	Learning course on public policy analysis, planning, monitoring and evaluation, Government Administration Office of Georgia, March-May, 2020
2	Training : leadership and management in civil service, 2020
3	Training of Trainers, Certificate on Adult Teaching Methodology
4	Diploma of Netherlands Helsinki Committee - Matra Rule of Law training programme, The Hague (Netherlands) Integrity of Civil Servants
5	Training on Regulatory impact assessment, (CoP)
6	ToT certificate on "Managing difficult conversations"
7	Training of Trainers, Certified for Trainer Excellence Training and Research Academy of the German Civil Servants (dbb)
8	Diploma of Swedish Institute Summer Academy for Young Professionals, Malmo (Sweden) Good Governance
9	Study visit "Functional analysis of the local self-government institutions", Germany
10	Training of Trainers certificate, in Civil Service Ethics for High Officials UNDP, British Embassy, UKaid, Civil Service Bureau and dbb akademie
11	Participant in a TAIEX (Technical Assistance and Information Exchange) study visit on Functional Analysis of Public Institutions, organised by IBF International Consulting in Koln, 04 - 06 October, 2016
12	Diploma, Policy Planning and Decision Making GFSIS
13	Diploma, General Management Training Course for Civil Service Bureau" PR Academy
14	"Time Management" Management Academy
15	Participant in the tri-national seminar for public administration personnel from Ukraine, Georgia and Moldova in the frame of the project "Academy for Good Governance and Empowerment in Europe (AGREE) European Academy Berlin, Berlin
16	Participant of the workshop "Rule of Law in Public Institutions" held in the framework of Eastern Partnership Platform on Democracy, Good Governance and Stability - Panel on Public Administration Reform, organised by The Folke Bernadotte Academy, in Kyiv, Ukraine

17	Participant of the seminar "Transparency, Ethics and Integrity in Public Administration" organised by the Ministry of Regional Development and Public Administration and the National Agency of Civil Servants in Romania, at the council of the ministry, in Bucharest, Romania
19	Participant of the course: „Introduction to the Law" Georgian Young Lawyers' Association, Foundation for the Support of Legal Education
20	Member of the European Law Students' Association (ELSA)