**Name/Surname**



**Contact information**

**Address:** Tbilisi, Tsinandali street №17

Phone : + (995) (32) 2 90 00 00 /27

E-mail address: [Career@seu.edu.ge](mailto:Career@seu.edu.ge)

LinkedIn:

**Language skills:**

* English– C2
* German – A1

**Hobby**

* Photography
* Football

**Education:**

* **2009-2013** - Georgian National University SEU - Business administration BA program
* **2017-**  **Present** - Georgian National University SEU - Education Administration MA program

**Work experience:**

* Career development and alumni relations department specialist - Georgian National University SEU, 01.2014 - 05.2017.

**Skills and competences:**

* Strategic and analytic skills
* Teamwork Skills
* Time management
* Communication skills
* Organizational skills
* Stress management skills

**Additional qualifications (trainings, seminars):**

* Shbeemann Consulting,- Project managment certificate 08.2020-09.2020
* Time management certificate 15.02.2019-30.02.2019

**Technical skills:**

* Microsoft Office (good);
* Adobe Audition (very good);
* Corel (average);
* Premier Pro (good) ;
* Adobe photoshop (very good)