

## PERSONAL INFORMATION

**Mariam Alikhanashvili**


 Vazha Pshavela block 7, building 11, flat 43, 0186 Tbilisi (Georgia)

 593998654  2301961

 m.alikhanashvili@gmail.com

## WORK EXPERIENCE

04/2012–12/2012

**Call center operator**

Embassy of Italy, Tbilisi (Georgia)

08/04/2013–28/04/2017

**Manager Operator**

Visa Management Service Georgia, Tbilisi (Georgia)

- Submitting Visa Applications;

01/02/2018–Present

STV, Star Fm, Tbilisi (Georgia)

## EDUCATION AND TRAINING

10/2009–06/2013

**Bachelor in Psychology**

Ivane Javakhishvili Tbilisi State University, Tbilisi (Georgia)

17/09/2018–Present

**Master in Multimedia Journalism and Media Management**

Georgian Institute of Public Affairs (GIPA), Tbilisi (Georgia)

## PERSONAL SKILLS

Mother tongue(s)

Georgian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	B2	B2	B2	B2
Italian	B2	B2	B2	B2	B2
Russian	B2	B2	B1	B1	B1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

Communication skills

- Open minded;
- High sense of responsibility;
- Team worker;
- Confident.

Organisational / managerial skills

- Ability of fast decision of issue;

- Good organizational skills;
- Good team leading skills.

## Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Independent user	Independent user	Independent user	Independent user

Digital skills - Self-assessment grid