

TINATIN SHENGELIA

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EDUCATION

- **Master's academic degree in Economics**, Major in **Statistics**, June 2005, Ivane Javakhishvili State University of Tbilisi, Georgia
- Ljubljana Summer School: **"Take the Best from East and West"**, July 4-16 July, Faculty of Economics, University of Ljubljana, Slovenia
- International Summer School: **The Challenging World of Business: Strategies and Perspectives**, August 15-28, 2004, Riga Technical University, Latvia
- **Bachelor's academic degree in Economics**, Major in **Statistics**, June 2003, Ivane Javakhishvili State University of Tbilisi, Georgia
- University of South Alabama, major in **Business Administration, USA**, 2001-2002 (exchange program)

ACADEMIC ACHIEVEMENTS

- Awarded **scholarship** at Ljubljana Summer School, Slovenia, 2005
- Awarded the Certificate of Excellence in **Macroeconomics** Distance Learning course, IREX/IATP, Georgia, 2005
- Awarded **scholarship** at the International Summer School, Latvia, 2004
- Researched and wrote analysis papers in economics and statistics, prepared short research papers on inflation, statistical indexes used in economic analysis, monetary statistics, etc., 1999-2005
- Researched "Methodology of Statistical Assessment of Shadow Economy in Business Sector" (paper prepared for Master's diploma), 2004-2005
- Awarded the **Certificate of Training of Trainers**, IREX/IATP, Georgia, 2004
- Awarded 1-year **merit-based full scholarship** at the **University of South Alabama**; FSA cultural exchange program, 2001-2002
- Awarded a **scholarship** stipend for excellent academic achievements at high school, Georgia, 1998

WORK EXPERIENCE

- Working as **Project Coordinator**, Danish Refugee Council, Apr. 2007 – present
 - Managing Small and Medium-size Enterprise (SME) support activities in Georgia and Azerbaijan
 - Coaching and training of staff and developing training modules
 - Researching SME sector
 - Giving consultations on micro-credit operations
 - Developing and preparing activity plans
 - Ensuring project monitoring and reporting

- Working as a **Micro Enterprise Development Project Officer**, Danish Refugee Council, Sept. 2005 – Mar. 2007
 - Monitored program implementation and ensure fulfilment of agreement obligations with partner organizations
 - Ensured delivery of financial and non-financial services to program target groups (IDPs and other vulnerable people)
 - Monitored portfolio delinquency and liquidity status
 - Prepared cash flow, disbursement, portfolio segmentation, qualitative and other financial reports in SEEP format
- Working as a **Micro Enterprise Development Program Assistant**, Danish Refugee Council, Oct. 2004 – Aug. 2005
 - Collected data for various types of research, involving set-up, meeting and follow-up with various contacts, administration of questionnaires, library and internet searches
 - Facilitated marketing and information sharing within and beyond the MED networks, prepared and disseminated newsletters, fliers, advertisements, web-site management
 - Facilitated meetings, workshops, conferences and missions initiated
- Working as an **Intern** at the Division of National Accounts and Macroeconomic Analysis, **State Department of Statistics of Georgia**, May-June 2003
 - made analysis of macroeconomic aggregates
 - made statistic data analysis of surveys
 - conducted a research on implementation of National Accounts System in Georgia
 - analyzed standard survey forms for small enterprises and corporations in Georgia
- Working as a **Lecturer's Assistant (Supplemental Instruction Leader in Microeconomics)**, **University of South Alabama, USA**, 2002:
 - assisted course instructor in implementation of continuing education project in microeconomics course
 - gave consultations and provided information related to course material and study sessions to students in Microeconomics
 - conducted supplemental instruction sessions
 - trained, scheduled and supervised 70 students of Microeconomic Course

LANGUAGES

- English (excellent), Russian (excellent), Georgian (Native)