





About Me

I am a graduate of Ilia State University with a Master's degree in Public Relations. I have four years of experience in customer service and cashier operations management. I possess strong analytical and teamwork skills, am detail-oriented, and have experience working in a stressful environment.

Contact

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 [linkedin.com/in/nora-ashortia/](https://www.linkedin.com/in/nora-ashortia/)

Skills

- Analytical skills
- Teamwork skills
- Ability to plan and allocate time effectively
- High sense of responsibility
- Detail-oriented and analytical thinking
- Ability to work in a stressful environment
- Ability to type quickly
- Microsoft Office – good
- RS.ge – basic level
- Adobe Photoshop – basic level
- Adobe Illustrator – basic level
- Canva – good
- Google Forms – good
- ChatGPT and other AI tools
- Manychat and Mailchimp – used on university projects
- HTML and CSS – basic level

Languages

- Georgian – Native
- English – Intermediate (B1)
- Russian – Basic (A1)

NORA ASHORTIA



Working Experience

2021 - 2025

CASHIER & BARISTA

Ltd "Entree 2008"

- Customer service and coffee preparation
- Accurate management of cash register operations
- Ensuring high service quality standards

2019 - 2020

CASHIER

Ltd "Astoria Dinner"

- Weighing dishes and providing fast service
- Efficient management of cash register operations

2019 - 2019

CASHIER

Ltd "Degusto"

- Performing cash register operations
- Customer service and coffee preparation



Education

2025 - to present

COLLEGE 10X - TENX

Front - end Development

2023 - 2025

ILIA STATE UNIVERSITY

Master's degree in Public Relations

2022 - 2022

ACADEMY OF DIGITAL INDUSTRIES

Certificate in Graphic Design

- Studied the fundamentals of graphic design
- Created a portfolio project and completed practical assignments
- Successfully presented a final project

2017 - 2021

ILIA STATE UNIVERSITY

Bachelor's Degree in Business Administration/Management