

PERSONAL INFORMATION

Nini Pkhaladze



 Kakheti Highway , Kharabadze Street 39, 0190 Tbilisi (Georgia)

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PERSONAL STATEMENT

WORK EXPERIENCE

09/09/2015–14/12/2015

Administration department manager

"NightOffice" Night Club

Under The Baratashvili Bridge., 0105 Tbilisi, Georgia, Tbilisi (Georgia)

Worked as an Administrator Department Manager , Main responsibility was to watch over the situation in cashier department , Security Department , and Maintaining Stable Situation in those two Aspects

04/05/2014–18/09/2014

Cashier

Paneteria, Tbilisi (Georgia)

Worked as a Cashier administrator in "Paneteria"

Calculating daily and monthly income , as it was easy because of my education in business administration . Distribution of a daily income

20/02/2014–10/04/2014

Cashier Supervisor

Market "Sakhalkho", Tbilisi (Georgia)

EDUCATION AND TRAINING

01/09/2003–10/06/2015

High School Diploma

EQF level 6

74th Public School, Tbilisi (Georgia)

10/09/2015–Present

Bachelor Degree

EQF level 8

The University of Georgia

Kostava Street 77a, 0171 Tbilisi (Georgia)

www.ug.edu.ge

Business Administration

PERSONAL SKILLS

Mother tongue(s)

Georgian

Other language(s)

English

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
C1	C1	C1	C1	C1

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

I am very Communicative Person , I can easily get in touch with different individuals , as well as , worked well in stress situation without losing my patience or control , I can easily decide what is right for business , when there is a choice to make , Have a good relationship with colleagues , Administration and staff members