



# Archaia Tamari

---

**Phone:** +995 577 34 34 45

**Email:** tamararchaia@gmail.com

**LinkedIn:** <https://www.linkedin.com/in/tamararchaia/>

## Professional Summary

Finance professional with over 13 years of experience in budgeting, IFRS reporting, and performance analysis across retail, insurance, and manufacturing sectors. Proven track record of leading cross-functional financial planning, optimizing OPEX, and delivering strategic insights to senior leadership. Skilled in SAP, 1C, Microsoft Dynamics, and Excel automation to streamline processes and enhance reporting accuracy.

## Work Experience

### Financial Reporting and Analysis Manager

**TBILVINO** – Tbilisi, Georgia | 2024 – Present

*One of Georgia's leading wine producers, exporting to 20+ countries.*

Lead the financial reporting and analysis function to enhance transparency, ensure IFRS compliance, and support strategic decision-making. Prepare monthly and quarterly financial statements, contribute to budgeting and variance analysis, and collaborate cross-functionally to improve data accuracy and streamline reporting processes.

- *Prepare monthly and quarterly financial statements in line with IFRS.*
  - *Analyze key financial metrics to support strategic decision-making.*
  - *Assist in budget preparation and variance analysis.*
  - *Collaborate with internal departments to ensure data accuracy and reporting efficiency.*
- 

### Manager of Budgeting and Financial Analysis

**Magniti (Retail Group)** – Tbilisi, Georgia | 2022 – 2024

*One of Georgia's largest supermarket chains with 350+ locations nationwide.*

Built and led the company's full budgeting process, supporting strategic and operational goals across 350+ retail stores. Developed sales forecasts and automated reporting. Tracked KPIs to strengthen financial planning and performance. Reported directly to the CFO and collaborated with auditors and cross-functional teams.

- *Designed and implemented an end-to-end budgeting and forecasting framework.*
  - *Prepared monthly financial reports and variance analyses for management.*
  - *Monitored OPEX and managed performance-based bonus calculations.*
  - *Improved reporting efficiency through Excel automation.*
- 

### Manager of Budgeting and Financial Analysis

**Unison Insurance Company** – Tbilisi, Georgia | 2019 – 2022

*A leading Georgian insurance provider offering life, health, and property insurance.*

*Managed budgeting, forecasting, and financial analysis to align financial plans with business goals and improve operational efficiency.*

- Developed financial analyses, budgets, and performance reports.
  - Monitored business unit KPIs and market trends.
  - Prepared and reviewed sales team bonus structures.
- 

### **IFRS Reporting and Budgeting Specialist**

**TBC Insurance** – Tbilisi, Georgia | 2017 – 2019

*Part of one of Georgia's largest financial groups, providing comprehensive insurance services.*

Supported budgeting and IFRS financial reporting across group entities, with a focus on accuracy and compliance.

- *Prepared internal and consolidated financial reports.*
  - *Managed reinsurance bordereaux and IBNR calculations.*
  - *Coordinated with auditors and presented data to management.*
- 

### **Financial Analyst**

**Diplomat Georgia** – Tbilisi, Georgia | 2014 – 2017

*A leading distributor and marketer of consumer goods in Georgia.*

Led marketing budgeting system improvements and supported operational efficiency through SAP and 1C.

- Tracked marketing budgets and managed reconciliations.
  - Conducted financial analysis for cost and process improvements regarding marketing campaigns.
  - Worked across sales and financial departments to improve reporting accuracy.
- 

### **Project Manager**

**Optimus Enterprise Solutions** – Tbilisi, Georgia | 2012 – 2014

*A technology solutions provider specializing in ERP implementations.*

Managed ERP implementation projects and supported business process optimization.

- *Collected and analyzed business requirements from clients to support ERP software implementation.*
- *Coordinated between development teams and client stakeholders to ensure alignment and clear communication.*
- *Developed project timelines, monitored progress, and resolved issues to keep projects on schedule.*
- *Facilitated user training and supported post-implementation processes for client success.*
- *Ensured all processes ran smoothly and met business needs during system transitions.*

## **Education**

### **Master's in Statistics**

Sokhumi State University | 2021 – 2023

### **BBA in Financial Management**

Free University of Tbilisi – ESM Business School | 2008 – 2012

## **Skills**

**Languages:** Georgian (Native), English (Advanced), Russian (Good).

**Software:** MS Office (Advanced), 1C (Advanced), SAP (Good), and Microsoft Dynamics (Good).