



Archaia Tamari

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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.
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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.
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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.
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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.*
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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.
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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).