



## **Mariam Korkotadze**

Date of birth: 17.12.1977

Georgia.Tbilisi.

Sex: Female

Marital status: single

Mob: 599075007

551073007

Nationality: Georgian

mail:maka.progressgroup@yahoo.com

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### **Objective**

Management professional with progressive, proven leadership experience in human resources, directing both workforce-development programs and HR initiatives. Excellent individual communication and customer service skills at all levels. Able to use own initiative and work as part of a team. Proven leadership skills. Now looking to start a new challenging career.

### **Summary of Skills**

- ESM Tbilisi-certificate in marketing management
- ESM Tbilisi-certificate in bases of management
- ESM Tbilisi-certificate in business administration
- Extensive knowledge of MS Works/Office, Windows
- Languages: Georgian (native), Russian (fluent), English (good)
- Driving License

## Education

- Tbilisi State university "Degree of bachelor's. Faculty of Western-European Languages and literature.

Tbilisi  
Sep1993to May 1998

## Work Experience

Tbilisi

- Non -governmental organization "Georgia without drugs".

Jan 2004 to Jul 2006

**Position:**Project manager.

**Duties:** lead the planning and implementation of project, develop full scale project plans, project evaluations and assessment of results.

- Joint-stock company "Khidmsheni".**position** HR manager.

Tbilisi

**Duties:** Recruitment,selection,training and developing of staff .

Sep 2006 to Feb 2007

- Large chain of restaurants: LTD " **Progress Group**". **Position:**HR Director & Service Coordinator. **Duties:** Implementing HR programs and policies, managing every aspect of employee development and relations. Managing recruiting and staffing, performance management, benefits and compensation administration, organizational development, employee counseling services. Ensuring high levels of service.Participating in food and beverage products inventory management.Ensuring all security procedures are adhered Meeting and greeting customers and organising table reservation. Tbilisi  
Mar 2007 to Apr
- Big chain of restaurants "**Mon Group**". **Position:** HR director & Marketing coordinator. **Duties:** Assisting the marketing team with various tasks such as collateral development, customer satisfaction analysis, sales programs, product development and service programs. Interfacing with counterparts and building up relationships with them in marketing fields. Coordinating in production of a wide range of marketing communications. Responsible for planning and organizing events and meetings for the organizations. apr 2009 to sept
- BIG CHAIN OF aesthetic clinics "medi" PR and marketing manager sept 2011 to october 2012
- Big chain of restaurants "**MULTI Group**". **Position:****FOUNDER**, director & Marketing MENAGER .FROM OCTOBER 2012 to DECEMBER 2015
- .Restaurant "SENAT"general director from Desember 2015 to January 2018
- Restaurant "Sevsamora" executive director 2018 March - till today.
- Dinner in the sky Georgia Genaral and marketing manager from April 2019 -till today.

## Interests

Trevelling, reading, music, fashion .

## References

A list of references is available on request.

