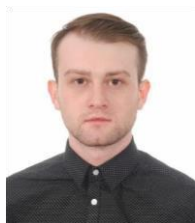


PERSONAL INFORMATION Giorgi Molodinashvili



 Voronini str.7, 0112 Tbilisi (Georgia)



555010172



george.molodinashvili555@gmail.com

Sex Male | Date of birth 23/07/1988 | Nationality Georgian

WORK EXPERIENCE

01/03/2017–01.07.2019 Procurement Manager

Ltd. Majid Al Futtaim Hypermarkets Georgia, Tbilisi (Georgia)

Conduct research to ascertain the best product and suppliers in terms of best value, delivery schedules and quality. Build and maintain good relationship with new and existing suppliers. Perform risk management for supply contracts and agreements. Expect unfavorable events through analysis of data and prepare control strategies. Monitoring the process payments and invoices. Control spend and build a culture of long-term saving on procurement costs. Attending meetings and conferences.

01/06/2016–28/02/2017

Purchasing Manager

LTD Maqro Food, Tbilisi (Georgia)

Developed and implemented strategies for purchasing area aligned with the company's food and beverage objectives. Supported the luxury dining experience by maintaining supplies for food and beverages service. Made research for all purchased goods, maintained all records needed for accounting.

01/02/2013–31/05/2016 Logistics Manager

LTD Geo Motors Tbilisi (Georgia)

Plan, manage and evaluate logistics operations liaising with internal stakeholders, suppliers, logistics providers, transportation companies and customers. Create and implement best practice logistics principles, policies and processes across the organization to improve operational and financial performance. Deliver solutions to logistics problems while maintaining high levels of quality and service within budgetary requirements. Monitor quality, quantity, delivery times, and transport costs. Negotiate rates and contracts with transportation and logistics providers. Ensure carrier compliance with company policies or procedures for product transit or delivery

01/05/2012–31/08/2012 Head of Legal Department

Sighnaghi Municipality, Sighnaghi (Georgia)

Supervised the staff members of the Legal Department and made sure that they work efficiently. Offered advice on managing the tender documents. Helped to ensure appropriate legal policies and manage the legal obligations and legal risks of the Department effectively. Ensured that professional best practice is achieved and maintained Supervising, coaching and mentoring of Legal Services staff. Reviewed contracts and agreements and saw to it they comply with the legal norms. Ensure staff are informed of Health and Safety requirements in the workplace, and are adequately trained to carry out their work safely. Deal with external law authorities.

01/04/2011–30/04/2012 Lawyer

LTD "Universal Distribution Company", Tbilisi (Georgia)

Researched and prepared legal opinions on various civil matters including claims for compensation against the company. Reviewed new business relationship with vendors and Subcontractors. Negotiated employee contracts. Analyzed legal issues relating to proposed products. Represented the company before administrative boards and court trials. Submitted work reports to Management and the Bard Directors.

01/09/2009–31/03/2011 Lawyer, Assistant to the Arbitrator

LTD “DA-KAPO” Civil Arbitrage, Tbilisi (Georgia)

Reviewed and compiling documents to determine correct balance and best evidence for filling arbitration. Gathered documents and created table of contents for court briefings, mediation, arbitration and trials. Analyzed legal documents, settled disputes and supervised agreements.

Drafted routine correspondence, notice, forms, etc.

01/12/2008–31/08/2009

Legal Department Intern

Air Company “Georgia Airways”, Tbilisi (Georgia)

Assisted with drafting contracts (special events, tickets, sales), Performed legal research various issues. Collaborated with business development, marketing, finance departments to understand team goals and determined legal needs. Provided other assistance to the legal department as needed.

EDUCATION AND TRAINING**01/10/2018–Present Master’s Degree in Sociology, Faculty of Sciences and Arts**

Ilia State University, Tbilisi (Georgia)

Sociology of Religion. Sociology of Health. SPSS. Applied Social Statistics. Cultural Anthropology: Theory and Research. Trust and Mistrust in Social Sciences. Oral History as a Research Method in History and Political Sciences. Research Methods in Social Sciences. Ultimate Philosophy. From Modern to Postmodern Social Theory.

01/09/2005–30/06/2009 Bachelor’s Academic Degree, Faculty of Law (English Language)

Georgian - American University (GAU), Tbilisi (Georgia)

English Language. Philosophy. Rhetoric’s. Legal History of Foreign Countries. Stylistics of the Georgian

Language. Civil Law. Criminal Law. Financial Law. Labor and Social Security Law. International

Public Law. Basic Human Rights. Banking Law. Copyright Law. Insolvency Law. Private International Law. International Public Law. Administrative Law. Company Law. Tax Law. Insurance Law. Georgian State (Constitutional) Law. Clinical Programs.

01/09/1994–31/05/2005

Educational program: Full General

C. Tsnori Multifarious School Licee “Intellect”, Tsnori (Georgia)

18/02/2008–18/03/2008

Practical Course in making Law Documents

Training and Development Group, Tbilisi (Georgia)

01/03/2008–06/04/2008 UN Modeled Simulations Master class

UN Association of Georgia, Tbilisi (Georgia)

01/03/2009–28/05/2009 Practical Course of Tax Disputes

Caucasian Institute for Economic and Social Research, Tbilisi (Georgia)

01/02/2009–29/05/2009

Practical Course of Civil Law

Georgian-American University, Tbilisi (Georgia)

10/04/2009–15/04/2009

Practical Course of Civil Law

The Centre for Socio-Legal Studies, Oxford (United Kingdom)



Curriculum vitae

Giorgi Molodinashvili

PERSONAL SKILLS

Georgian

Foreign language(s)
 Mother tongue(s)

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1
Russian	B2	B2	B2	B1
German	B1	B1	A2	B1

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

Detail and Results Oriented. Sense of Responsibility. Strong Problem Solver. Interested in Developing Professional Features. Team and Individual Working Skills.

Organizational / managerial skills Build and Maintain good relationship with people. Budget Foresight. Retail Management. Supply Chain Process. Prepare Legal Documents and Contracts. Arrange the research.

Digital

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem-solving
Proficient user	Proficient user	Proficient user	Proficient user	Proficient user

skills Digital skills - Self-assessment

Microsoft Windows OS/Apple OS.

MS Office: Word/Excel/PowerPoint/Outlook/OneNote.

Database & Spreadsheet Development

Other skills Gym and Fitness
 Socializing
 Music
 Travelling
 Photography

Driving license B

