

EDUCATION

**September 2015
– July 2018**

Corvinus University of Budapest (CUB)

Budapest, Hungary

Bachelor of Arts in International Relations (Honours)

- **Specialisation:** European Integration
- **Thesis:** EU's external relations: the case of Georgia
- **Honours:** The most excellent professional and academic performance
- **Scholarship:** Tempus Public Foundation "Stipendium Hungaricum"

**August 2013 –
June 2014**

FLEX (Future Leaders Exchange Program)

Johnsonburg, Pennsylvania (USA)

- **Scholarship:** US Department of State. Spent an academic year as an exchange student
- **Honours:** High Honour Roll Award (Johnsonburg Area High School)

EXPERIENCE

**February 2019-
Present**

Creative Caucasus

Tbilisi, Georgia

Project Coordinator

- Organized "Women Empowerment Regional Conference", supported by the Roving Ambassador of Finland to South Caucasus, in Batumi, Georgia. It brought together 30 emerging professionals, women entrepreneurs, cultural managers and artists from the region.
- Coordinates follow up activities for women empowerment, personal and professional development, advancing entrepreneurial skills and learning modern approaches in cultural management/artistic work
- Manages PESA Virtual Academy, the first-ever web-based start-up development accelerator in Georgia

**September
2019-December
2019
September
2018-December
2018**

American Councils for International Education Georgia

Tbilisi, Georgia

FLEX (Future Leaders Exchange Program) Recruiter

- Coordinated recruitment activities to ensure the timely and proper conduct of the competitions; Interacted with local educational authorities and carried out multiple social media campaigns
- Organized and conducted testing of over 4000 students, meetings with candidates and their parents; Conducted testing and 200 interviews with semi-finalists
- Completed all reporting on finances and recruitment activities

**January 2019-
August 2019**

American Councils for International Education Georgia

Tbilisi, Georgia

Administrative & Programs Assistant

- Managed Social Media Coverage and communications on behalf of American Councils
- Represented the organization at presentations, meetings and official functions and assisted with program issues as they arise
- Conducted SAT, LSAT, GRE and other paper-based test administrations

**January 2019-
August 2019**

American Language Center (ALC)

Tbilisi, Georgia

ALC Managing Director for English Language & Administrative Assistant

- Managed Social Media Coverage and communications on behalf of ALC
- Developed and ran an effective and marketable Language Courses together with administering the application process and working with Finance staff to manage payments

**April 2017 –
July 2018**

Institute for Cultural Relations Policy (ICRP)

Budapest, Hungary

Communications and Project Assistant

- Wrote & edited 3 blogs published on ICRP's website, and 10-12 articles (International Relations review) for e-journal every month; Covered Social Media & communication with partner organisations; Co-wrote & edited ICRP publication about Women's Rights
- Organized "Diplomacy & Beyond" event series, conferences and training involving 5+ countries
- Co-organised local and international projects (planning, implementation, budget management)
- Recruited & interviewed interns and participants for Erasmus+ projects; Prepared monthly reports on projects, publications and intern's work

**January 2017 –
December 2018**

European Union Neighbours East project

Budapest, Hungary

Young European Ambassador (YEA) of Georgia

- Promoted closer ties between the EU Member States and Eastern European countries with 75 YEAs from Georgia, Ukraine, Azerbaijan, Moldova, Belarus, Armenia and EU Member States
- Represented Georgia through sharing experience and best practices with 40 other YEAs on the online platform, regarding country's integration to the EU; Engaged over 75000 people through the creation of a video on three EU-funded projects in Georgia, co-organized online flash-mob, a campaign about each country's motivation to join the EU.

August 2017 – December 2017	Stipendium Hungaricum, CUB <i>Mentor of new scholarship holders</i>	Budapest, Hungary
	<ul style="list-style-type: none"> Assisted 10 new scholarship holders with administrative tasks Organised 2 group meet-up events, learning from each other's experience, in addition to 10 individual consultations, providing smoother adjustment period for students 	
January 2017 – April 2017	The Embassy of Georgia <i>Intern</i>	Budapest, Hungary
	<ul style="list-style-type: none"> Drafted diplomatic correspondence, including Official Letters and Verbal Notes and arranged meetings with State Officials; Organized 2 cultural and educational events Researched and wrote 5 analytical reports a week on topics of political and economic developments in Hungary 	
September 2016 – October 2017	Big Bus Sightseeing Company <i>Sales and Customer Service Representative</i>	Budapest, Hungary
	<ul style="list-style-type: none"> Effectively achieved sales goal through presenting and explaining appropriate tour package and meeting the need of customers Managed payments 	
September 2014 – August 2015	Youth Atlantic Treaty Association (YATA) of Georgia <i>Communications officer</i>	Tbilisi, Georgia
	<ul style="list-style-type: none"> Managed Social Media Coverage through posting daily on social media accounts, increasing viewership by 50% and worked closely with diplomats, representatives of NATO, Georgian government officials and Atlantic Treaty Association to organize training, debates, workshops Co-Organized NATO Advanced Research Workshop financed by NATO, bringing together high officials and experts from 40 countries Organized series of training and debates under the project "Debates for internally displaced people" in different regions of Georgia 	

ADDITIONAL INFORMATION**Languages:** Georgian (Native), English (Advanced), Spanish (Intermediate), Russian (Intermediate)**Technical Skills:** Microsoft Suite, WordPress CMS, HTML, CSS, JavaScript, Adobe Photoshop**Volunteer Activities:** Environmental Activist, Vin'me, Tbilisi, Georgia (March, 2019-present); Masterminds session, Brain Bar 2018, Budapest, Hungary (May, 2018); Campus Buddy, "Campus Buddy program," improving Study in Hungary campaign through online and offline activities (December 2016–June, 2018); Organizer, "Carry your value" for International Women's Day event, Corvinus University of Budapest (March 2017); Co-organizer, "1 Billion Rising Anti-Exploitation event", Budapest, Hungary (February 2017); NOC (National Olympic Committee) Assistant of Team Great Britain, 1st European Games, Baku, Azerbaijan (June 2015); NOC Assistant of Team Great Britain, EYOF (European Youth Olympic Festival) Tbilisi 2015, Tbilisi, Georgia (July 2015); Performer, cultural events organized for charity fundraisings, Johnsonburg, Pennsylvania, USA (September 2013-May 2014)**Conferences:** "Equality in law, equality in work" Erasmus+ KA1 project, Valencia, Spain (March 2018); Security and Sovereignty in the 21st century, Budapest, Hungary (November 2017); Young European Ambassadors meet-up, Brussels, Belgium (July 2017); "World Changing Words" training course, Budapest, Hungary (May 2017); European Students for Liberty Conference (LibertyCon), Prague, Czech Republic (March 2017); European Networking Conference "Equal Access and Volunteering of Migrants, Minorities and Refugees in Sport", Budapest, Hungary (November 2016); Human Rights Forum & Fair-Europe's Refugee Crisis, Budapest, Hungary (November 2015); World Forum for Democracy 2015, Strasbourg, France (November 2015); Monumental Conference 2014, Washington D.C., USA (April 2014);**Awards:** Award for completing more than 100 hours of volunteering, Johnsonburg, Pennsylvania (USA) (April 2014); Winner of the Rotary International "4-way test" speech contest, Johnsonburg, Pennsylvania (USA) (February 2014); Award for the most creative International Education Week presentation, Washington D.C., USA (April 2014);**Model United Nations (MUN) Experiences:** Co-organizer, Budapest International MUN, Budapest, Hungary (April 2016); Delegate, London International MUN, London, UK (February 2016); Delegate, Rome International MUN, Rome, Italy (March 2015); Delegate, Youth Ambassadorial, Tbilisi, Georgia (October 2014)**Music Activities:** Performer, "2nd annual Common Ground concert", Hungary (March 2018); Performer, "Georgian Culture Night", Hungary (June 2017); Performer, "Common Ground", Hungary (May 2017), Johnsonburg Chorus band, USA (2013–2014), Musical school: Piano major, Georgia (2007–2012)**Published Work:** "Georgia: Traditional hierarchies vs. Modern Transition", <https://bit.ly/2HCRntN> (March 2018); "The EU's counter-terrorism strategy", <http://bit.do/e8CVM> (April 2018); "EU through my eyes", <http://www.eueighbours.eu> (June 2017); "Populism and minority rights", <http://culturalrelations.org/populism-and-minority-rights/> (April 2017)