

Elza Narimanishvili

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EDUCATION

2002-2003 International Accounting Standards and Tax System – Georgian Federation of Professional Accountants and Auditors (GFPAA), Tbilisi, Georgia

1988 -1993 M.A. in Philology's, Tbilisi Iv.Javakhishvili State University

1988 -1991 High Courses of English Language and Literature, Iv.Javakhishvili Tbilisi State University

PROFESSIONAL EXPERIENCE

2013 to Present Admin-Finance Manager, CRRC Georgia

2010 - 2013 Finance Manager, Save the Children International, Georgia CO

2007 - 2010 Finance Officer, Save the Children USA, Georgia CO

2005 - 2007 Grants/Finance Monitor, Save the Children USA, Georgia CO

2003 - 2004 Admin-Finance Officer, Save the Children USA, Batumi Sub Office

2002 - 2003 Finance Assistant, Save the Children USA, Georgia CO

2000 - 2002 Administrative Assistant, Save the Children USA, Georgia CO

1999 - 2000 Secretary at Language Department, Ilia Chavchavadze University, Georgia

1996-1998 Office Manager at SALI Ltd, Ministry of Construction, Tbilisi, Georgia

TRAININGS AND WORKSHOPS

- **September, 2014-** How to Manage EU Grant, Contract? (MDF training & consultancy), Brussels, Belgium
- **April, 2014-** Budgeting, Tbilisi, Georgia
- **November, 2014-** IFRS Update-KPMG Conference, Tbilisi, Georgia
- **August, 2013-** Organizational Accounting and Taxation Training (Civil Society Institute -CSI) – Tbilisi, Georgia
- **February, 2012-** Financial Management and Systems training (SCI) ,Yerevan, Armenia
- **March-April, 2011-** The Leadership Essentials Webinar (blue point Leadership Development)
- **December, 2009-** Middle East/Eurasia Finance Learning Workshop(SC)-, Hurgada, Egypt
- **November, 2009-** Global Finance Training /Core Process Harmonization(CPH, Istanbul, Turkey
- **July,2005-** Global Sub-Grant Management Training(SC), Amman, Jordan
- **June,2002-** Organizational Strategy and Development(SC), Rize, Turkey

COMPUTER SKILLS

Excel, Windows, Microsoft Office,

LANGUAGES

Georgian (native), Russian (fluent), English (fluent),