

# Nino UGULAVA

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<b>Professional Experience</b>	<b>CONSULTING COMPANY ALTERGROUP</b>	Tbilisi, Georgia	2004 - present time
	<b>General Director</b>		
	<ul style="list-style-type: none"><li>• Consulting projects in management, organizational restructuring, human resources management, marketing</li><li>• Creation and formulation of competitive corporate and business strategies</li><li>• Negotiation of contracts with donor organizations</li><li>• Designing business trainings for USAID EPI program</li><li>• Conducting business consultation for EBRD BAS program</li><li>• Forming consultants teams for further development of the company</li></ul>		
	<b>Board Member at the GSBA</b>		2005- present time
	<ul style="list-style-type: none"><li>• Coordination of the activities of the Georgian Swiss Business Association</li><li>• Organization of the board meetings and formal and semi-formal events</li><li>• Preparing informational reports for Swiss Embassy in Georgia</li></ul>		
	<b>Board Member at the IBWNG</b>		2011- Present time
	<ul style="list-style-type: none"><li>• Coordination of the daily activities of the International Businesswomen's Network in Georgia</li><li>• Organization of the board meetings and formal and semi-formal events for women entrepreneurs in Georgia</li></ul>		
	<b>Lecturer at Georgian-American University</b>		2012- Present time
	<ul style="list-style-type: none"><li>• Project Management for BBA Students</li><li>• Project Management for MBA Students</li><li>• Entrepreneurship for MBA Students</li></ul>		
	<b>STATE UNITED SOCIAL INSURANCE FUND OF GEORGIA</b>	Tbilisi, Georgia	2000-2003
	<b>Head of Public Relations Department</b>		
	<ul style="list-style-type: none"><li>• Development and implementation of public relations strategy of the fund</li><li>• Coordination the media activities of the fund</li><li>• Establishment of the call center</li><li>• Creation and administration of the corporate website</li></ul>		
	<b>PERMANENT MISSION OF GEORGIA TO THE UNITED NATIONS</b>	New York, USA	1998-1999
	<b>Public Relations Administrator</b>		
	<ul style="list-style-type: none"><li>• Preparing and presenting press analysis</li><li>• Development of the informational database of the mission</li><li>• Creation and administration of the mission's website.</li></ul>		
	<b>GEORGIAN STATE TV AND RADIO BROADCASTING CORPORATION</b>	Tbilisi, Georgia	1994 –1998
	<b>TV Anchor</b>		

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- Hosting the News Program TELETEXT
- Editing Information for TV Programs
- Assisting in implementation of modern technologies for News Program TELETEXT

<b>Education</b>	<b>GAU, GEORGIAN-AMERICAN UNIVERSITY Business School, MBA in Management</b> Average grade 3.64	Tbilisi, Georgia 2006-2008
	<b>TBILISI STATE UNIVERSITY</b> <b>School of Physics, Master in Physics and Computer Sciences</b>	Tbilisi, Georgia 1989-1994
<b>Specialized Trainings</b>	<b>Project Management Workshop</b> <b>Project Management Institute, EBRD BAS</b>	Tbilisi, Georgia 2008
	<b>Ceso-Saco, Canadian Executives Organization</b> <b>Certificate in Human Resources Management</b>	Tbilisi, Georgia 2005
	<b>School of Political Studies, Council of Europe</b> <b>Certificate in Democratic Institutions and Civil Society</b>	Strasbourg, France 2002-2003
	<b>Nikkolo M Company</b> <b>Certificate in PR and Marketing Communications</b>	Tbilisi, Georgia 2002
	<b>TEACHERS COLLEGE, COLUMBIA UNIVERSITY</b> <b>Community English Program</b>	New York, USA 1998-1999
	<b>TBILISI STATE UNIVERSITY</b> <b>Movie &amp; Theatre Directing Classes</b>	Tbilisi, Georgia 1990-1991
<b>Computer Skills</b>	Advanced user of MS Office: Word, Excel, PowerPoint, Publisher, MS FrontPage, Macromedia Dreamweaver.	
<b>Knowledge of Languages</b>	Native in Georgian Fluent in English and Russian.	