

PERSONAL INFORMATION

Mariam Datukishvili



📍 Khomleli str. #5a, Tbilisi (Georgia)
☎ +99599008305
✉ mariam.datukishvili1@yahoo.com

Sex Female | **Date of birth** 15/09/1994 | **Nationality** Georgian

WORK EXPERIENCE

15/01/2016–30/04/2016

Secondary education teaching professional

International Black Sea University, Tbilisi (Georgia)

English language Teaching (intermediate level)

EDUCATION AND TRAINING

06/2016–06/2016

Bachelor Thesis on “Features of the Gothic and Detective Fiction Genres in Charlotte Bronte’s Novel Jane Eyre”

International Black Sea University, Tbilisi (Georgia)

02/2015–02/2015

Trainings held by the Public Relations department of The International Black Sea University

International Black Sea University, Tbilisi (Georgia)

12/2014–03/2015

Certificate for Free computer courses organized by Tbilisi City Hall

Tbilisi city hall, Tbilisi (Georgia)

26/04/2014–26/04/2014

Certificate for Participation in “The Fourth International Research Conference on Education, English Language Teaching, English and Literature in English” of the International Black Sea University

International Black Sea University, Tbilisi (Georgia)

28/03/2014–28/03/2014

Certificate for participation in “The second Students’ Conference” of The International Black Sea University

International Black Sea University, Tbilisi (Georgia)

PERSONAL SKILLS

Mother tongue(s)

Georgian

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C2	C1	C1	C1
Russian	C2	C2	B1	A2	A2

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

- Excellent written and verbal communication skills
- Professional speaking abilities
- Emphatic listener and persuasive speaker
- Writing creative or factual
- Speaking in public, to groups, or via electronic media
- Excellent presentation skills (Gained through the communication with multicultural society, as well as through events and presentations held at the university)

Organisational / managerial skills

- Well-developed skills in prioritizing, organization, decision making, time management, and verbal/written communication skills
- Excellent analytical skills with the ability to analyze situations processes, or events accurately and effectively
- Focused, dependable, multi-task oriented, flexible, positive, emotionally stable, able to adapt effectively to challenging and emergency situations
- Demonstrated leadership
- Strong work ethic
- Ability to work independently
- Planning, goal setting, scheduling.
- Goal-oriented and results-driven
- A genuine desire to achieve, excel and evolve
- Ability to grasp new ideas and integrate them into desired results
- Understanding and appreciating the importance of a job well done
- Self-motivated, hard-working
- Remaining calm in stressful situations
- Able to coordinate several tasks simultaneously
- Able to handle challenges
- Committed to team-building and staff development
- Counseling, advising, or listening
- Enjoy working with public
- Excellent common sense, judgment, and decision-making abilities
- Up-to-date with changes in technology.

Digital competence

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

Digital competences - Self-assessment grid