**CV**

**Name:** Leila



**Surname:** Gigauri

**Date of birth:** March 2, 1965

**Place of Birth**: Lagodekhi, Georgia

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**Education:**

1982 – 1987 - completed the programme with a Major in Georgian language, literature and history, Faculty of history-philology, Iakob Gogebashvili Telavi Pedagogical Institute.

**Working Experience:**

From 2010 till now – secretary of the Rector office at Iakob Gogebashvili Telavi State University.

From 2000 – till 2010 – specialist of the Financial office at Iakob Gogebashvili Telavi State University.

From 1998 – till 2000 - Georgian Language teacher at Tbilisi public school #159

From 1998 - till 2000 - organizer at Tbilisi public school #159

From 1990 - till 1997 - teacher at Telavi public school #7

**Language proficiency:** Georgian (native), Russian (intermediate), English (basic)

**Computer skills:** Microsoft Excel; PowerPoint; Windows XP; Linux; Internet.