

Tamar Chkhikvadze

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Experience

TBC Leasing — *Sales and Project Manager (2022–2025)*

- Ran full-cycle vehicle sales and service projects, building trusted relationships with both B2B and B2C clients
- Worked closely with marketing and car centers to craft tailored offers that met specific user needs
- Translated customer insights into product improvements that simplified decision-making

We Design — *Account Manager (2020–2022)*

- Acted as the go-between for clients and the design team, ensuring clear expectations and smooth delivery
- Helped transform client goals into well-scoped design projects, keeping creativity and deadlines in balance
- Regularly presented project updates and final outcomes, ensuring stakeholder alignment
- Monthly reporting

Centro Solidarietà Onlus (Italy) — *International Project Manager (2019–2020)*

- Created and scheduled digital content to reflect ongoing social initiatives
- Assisted with writing and coordinating international project documents and partnerships

Caritas Abruzzo (Italy) — *Project and Social Media Assistant (2020)*

- Supported vulnerable communities by managing access to essential services through thoughtful communication
- Gained hands-on experience in needs-based problem solving and intercultural collaboration

Generator 9.8 — *Intern (2018–2019)*

- Co-organized educational and cultural events in collaboration with NGOs
- Participated in international exchange programs, helping shape inclusive, creative formats

PM Market Intelligence Caucasus — *Marketing Research Interviewer (2017)*

- Conducted person-to-person interviews and surveys following research guidelines
- Organized and categorized results for early-stage analysis

Tools

- Figma
- Adobe XD, Photoshop, Illustrator
- Google Workspace, Slack, Asana

Skills

- Lead qualification and pipeline management
- B2B and B2C relationship building
- Market and user research
- CRM & outreach tools (Google Workspace, Slack, Notion; quick learner with new automation tools)
- Data-driven communication

Education

- Tbilisi State University
BA in Sociology
- Google x Coursera
UX Design Professional Certificate
- SkillWill
UI/UX Design Certificate

Languages

- Georgian – Native
- English – B2
- Russian - Intermediate