



Mikheil Tsurtsunia

Nationality: Georgian **Date of birth:** 09/01/1999 **Phone:** (+995) 505051082

Email: mikheili.tsurtsunia@iliauni.edu.ge **Whatsapp Messenger:** 551179994

LinkedIn: [linkedin.com/in/mikheil-tsurtsunia-2b8432292](https://www.linkedin.com/in/mikheil-tsurtsunia-2b8432292)

Home: Tbilisi,, (Georgia)

ABOUT MYSELF

Accomplished lawyer with a robust background in diverse legal matters. Adept at providing expert counsel and representation, emphasizing strategic problem-solving and client-centric advocacy. Known for navigating complex legal landscapes with precision and integrity. Committed to achieving favorable outcomes while upholding the highest ethical standards in the practice of law.

WORK EXPERIENCE

Lawyer

LEPL "Ilia State University" [12/09/2023 – Current]

City: Tbilisi | **Country:** Georgia | **Name of unit/department:** Legal department

University Legal Professional

Skilled in order drafting, e-Doc management, legal counsel, and administration. Expertise in drafting and negotiating international agreements and memoranda on behalf of the university, with proficiency in legal agreements, regulations, and court proceedings. Managed compliance with GDPR and other data protection laws by developing university-wide policies for data privacy and security. Led staff and student training programs on data protection principles, ensuring operational continuity and delivering timely reports on completed tasks.

Lawyer

NGO "Democracy Index - Georgia" [17/10/2022 – 15/08/2023]

City: Tbilisi | **Country:** Georgia

Preparation of legal documents and the execution of studies as stipulated within the project. Managing relations with third parties and preparing official correspondence, among other responsibilities.

(Within the framework of the project "Journalistic investigation of facts of political corruption and advocacy" supported by the European Foundation).

Assistant project manager

NGO "Democracy Index - Georgia" [10/10/2022 – 15/08/2023]

City: Tbilisi | **Country:** Georgia

Preparation of legal documents and the execution of studies as stipulated within the project. Managing relations with third parties and preparing official correspondence, among other responsibilities.

(Within the USAID-supported project "Promoting Quality Courts for People-Oriented Justice").

Public relations officer

Ministry of Health of Georgia [01/02/2022 – 01/09/2022]

City: Tbilisi | **Country:** Georgia

Providing consultations to citizens on matters related to universal insurance. Issuing documentation in compliance with the state healthcare program and registering pertinent system statements.

Member of the Monitoring Group

NGO "Democratic Initiative of Georgia" [01/10/2019 – 01/10/2020]

City: Tbilisi | Country: Georgia

Monitoring court sessions at Tbilisi City Court, conducting legal assessments of processes, preparing relevant reports, and submitting them to the supervisor.
(Within the framework of the project "Know Your Judges" implemented by the Democratic Initiative of Georgia).

Co-founder and Executive director

NGO "Civil Monitoring - Georgia" [12/09/2018 – 16/03/2021]

City: Tbilisi

I am the co-founder and executive director of an organization, where I actively engage in educational activities focused on public, human rights, and electoral law.

EDUCATION AND TRAINING

Bachelor of Law

LEPL "Ilia State University" [2017 – 2021]

City: Tbilisi | Country: Georgia | Website: <https://iliauni.edu.ge/en/>

Master of Law

LTD "Alte" university [2022 – 2024]

City: Tbilisi | Country: Georgia | Website: <https://alte.edu.ge/en>

Corporate Sustainability specialist

Academy of Corporate Sustainability - UN Global Compact [2021 – 2021]

City: Tbilisi | Country: Georgia | Website: <https://unglobalcompact.org/engage-locally/europe/georgia>

Certified Personal Data Protection Officer

LEPL Training Center of Justice of Georgia [25/06/2024 – 16/07/2024]

City: Tbilisi | Website: <https://eacademy.tcj.gov.ge/>

LANGUAGE SKILLS

Mother tongue(s): Georgian

Other language(s):

English

LISTENING B2 READING B2 WRITING B2

SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user

DIGITAL SKILLS

MS Office: Word, Excel, Outlook, Powerpoint, Access - good

Google Drive: Docs, Drive, Forms, Gmail, Sheets – good

HOBBIES AND INTERESTS

Interest

- Securities market research

- Socialization of law
- Contemporary gender politics
- Economic analysis of law
- Politics

OUTSOURCING ACTIVITIES

[15/10/2022 – Current]

Civil education teacher

I am engaged in extracurricular studies in civic education and have demonstrated my competence as a civic education teacher through relevant exams. I actively and systematically train students and entrants in civic education.

[16/01/2023 – Current]

Project manager

I am actively involved in project preparation and management, including budget preparation, stakeholder communication, and relations with potential donors.

[01/01/2022 – Current]

Trainer

I actively conduct training sessions in various areas, including academic writing and other relevant topics.

[01/01/2024 – Current]

Legal Instructor

I periodically prepare exams and writing assignments for the Training Center of Justice of Georgia in public and human rights law.