

From: Giorgi Kokochashvili

Dear Sir,

The purpose of this letter is to briefly introduce myself to you, with particular emphasis on my skills that would be of immediate benefit to you and your organization.

Civil Engineer with 25+ years of experience in construction management, supervision, infrastructure rehabilitation, and humanitarian/development projects. Extensive background working with WB, ADB, EBRD, EU, USAID, UNDP, UNHCR, OSCE, and international engineering firms. Proven leadership as Resident Engineer, Team Leader, and Project Manager across oil & gas, water supply, civil works, and cultural heritage restoration. Author of 16 patented (GE and SU) inventions (Medicine, sport, engineering) and co-author of 2 published books. Strong communication, stakeholder coordination, and multidisciplinary team oversight.

I have reviewed the Job Description and believe that my experience and background matches requirements for this position.

I'm Civil Engineer, diploma in water supply and sewage, experienced in working with international organizations such as: **CARE International, NRC Caucasus (8 years), The World Bank, MERLIN, Swiss Agency for Development and Cooperation (SDC), Mercy Corps, The Save the Children, UNHCR, USAID Caucasus (6 years) UNDP, IGH, PMCG, ILF, IDC Borjomi, OSCE, China-Geo engineering Corporation, PPM (Project Planning & Management Ltd (PPM), Bukhara, Uzbekistan** for various construction projects on a managerial position.

Excellent interpersonal skills, patient, good team member and able to work individually. As a part of different international organizations, I have been dealing with people of various cultural and ethnic backgrounds

Have strong organizational skills and proven excellence in meeting the deadlines and accomplishment of multiple tasks, taking each detail into consideration, in order to ensure the final successful result. Flexible to work outside normal work hours to met needs of the position.

Fluent in written and spoken English and Russian; Georgian – native language.

Proficient in computer literacy: MS Word, Excel, Power point, Microsoft Project – advance level;

I would like to join your organization and grow with you contributing from my side all my knowledge and experience. Additionally, I would like to mention that I am always open to learning and development. I am a good team player and I am not against traveling whenever it is necessary.

I would like to discuss how my skills might help you and your program in the immediate future. I look forward to speaking with you further.

Thank you for attention.

Sincerely yours,

Giorgi Kokochashvili