



Surname – Kurshbadze
Name – Nino
Citizenship – Georgia
Personal Number - 61001017046
Date of birth – 30/01/1972
Sex- Female
Marital Status - Single
Place of Birth – Georgia, Batumi
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EDUCATION AND QUALIFICATIONS

Secondary and High School	1978 -1989	Secondary education, Russian
Georgian Technical University	1990 -1995	Engineer - Chemist – Technologist, Diploma YB No 996274, 11.10.1995, Georgia
Georgian Technical University, High Researchers School	1995 -1999	Degree of Candidate of Sciences, Chemistry Degree, Phd Doctor's Diploma No 002154, 21.04.1999, Tbilisi, Georgia

PROFESSIONAL MEMBERSHIPS/QUALIFICATIONS

Quality Management System Internal Auditor, Baku, Azerbaijan	2004	Det Norske Veritas Diploma (ISO 9001-2000)
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CURRENT AND PREVIOUS EMPLOYMENT

2013 till now	Batumi State Maritime Academy	Head of ISO standard Assurance Service (BSMA and Seafarers Training and Certification Centre)	
2012	Batumi State Maritime Academy	Specialist at Quality Assurance Service	
2008	Saybolt, Georgia	Quality Assurance Supervisor	
2004-2007	Intertek Caleb Brett, Georgia	Crude Oil, Petroleum products and petrochemicals Georgia Laboratories Manager (Batumi, Poti, Supsa BP Terminal)	
2002-2004	Intertek Caleb Brett, Georgia	Crude Oil, Petroleum products and petrochemicals Batumi Laboratory Chemist	
1999-2003	Batumi State University	Reader (Chemical technology, Substantial technology)	

- Responsibilities**
- Managed a team of 15 staff in Petroleum and Petroleum Testing Laboratories
 - Managed and worked team of 230 staff in BSMA

Achievements

- Implementation of ISO 9001:2000 standard
- Implementation of ISO 9001:2008 standard
- Preparation quality documentations and procedures for EMSA Audit

I have 6 years experience in Petroleum and Petroleum products testing laboratory as a chemist, then as a Quality and Laboratory Manager.

The experience includes the testing, calibration (according to ASTM, IP, UOP, EN, DIN, ISO, GOST and other internationally approved actualized standards), maintenance practice and also the documentation planning, implementation, improvement and controlling according to ISO 9001:2008 and ISO 17025 standards requirements, developing SOPs and MSDSs.

Responsibilities included supervision of day to day laboratory operations, scheduling of technicians, training of staff, review of laboratory test methods and results, organizing Round Robins, preparing quality assurance/quality control (QA/QC) procedures for collection and analysis of samples to include maintaining accurate sample records, equipment maintenance, and calibration logs, performing routine maintenance of laboratory equipment and document activities within the laboratory, troubleshooting and diagnoses equipment problems and performs standard repairs, preparing laboratory reports templates and controlling final reports; managing the Annual Correlation Certification Program and other various outside accreditation agencies for accreditations, certifications and external audits performed to laboratories ensuring that system compliant to the required accreditation and certification bodies (National accreditation and QAS certification); managing the Correlation Proficiency Testing Program of multiple petroleum products laboratory equipment and consumables to constantly ensure that test results are accurate available in the quickest timeframe; managing and reporting any quality assurance issues and provide the best possible solutions to ensure best practice is maintained and recommendations are in line with the business objectives. Have experience to work with BP, Exxon, Chevron.