



**Order of the Rector of the Non-entrepreneurial (Non-commercial) Legal Entity - Saint King Tamar University of Patriarchate of Georgia**

№067/01 5 December 2018

City of Tbilisi

**On the Approval of Career Support Services of the Service Development and Communication Service of the N(N)LE Saint King Tamar University of Patriarchate of Georgia**

According to Article 35 of the Civil Code of Georgia of the Law of Georgia, Order №99/N of the Minister of Education and Science of Georgia dated October 1, 2010 „On Approval of Authorisation Fees and Authorisation Regulations for Educational Institutions”, pursuant to Article 4, Part 3, Article 14, Part 1, Part 3, Paragraphs "b", "e", "f" and "l", Part 4 of the Charter of the N(N)LE Saint King Tamar University of Patriarchate of Georgia, I do hereby declare:

1. To approve the Career Support Services of the Service Development and Communication Service of the N(N)LE Saint King Tamar University of Patriarchate of Georgia in accordance with the Annex.
2. A copy of this order shall be made public.
3. To send this order to the structural units/staff of the University for the implementation within the scope of their competence.
4. I will personally control the implementation of the order.
5. The order may be appealed in accordance with the rules established by the legislation of Georgia.
6. The order shall enter into force upon signing.

Professor, Archimandrite Adam (Vakhtang Akhaladze) - /signed/

**Career Support Services of the Service Development and Communication Service of  
N(N)LE Saint King Tamar University of Patriarchate of Georgia**

Goals and purpose of the career service:

The purpose of the Service Development and Communication Service - Career Service of the N(N)LE Saint King Tamar University of Patriarchate of Georgia (hereinafter - the University) is to ensure the development of employment strategies for students and graduates, to establish close contacts with international organizations, the business sector operating in Georgia, with various large companies and state institutions and to create a base for students and graduates as job seekers.

Goals and objectives of the career service:

The purpose of the career service is to aid the employment of students and graduates, therefore, its tasks are as follows:

Finding jobs for students and graduates and maximize their chances of employment considering professional knowledge and experience;

Establishing close relations between the University and public or private organizations operating in Georgia;

Organizing internships and traineeships in Georgia and abroad;

Promoting professional development by organizing various seminars and trainings;

Arranging professional excursions;

Implementation of "Employment Forum" ("Employment Forum" is one of the best ways to select qualified and skilled personnel. The main goal of the forum is to further maximum employment of students and provide qualified personnel to the participating organizations).

Organizing meetings with the employer at the university;

Signing memoranda/agreements of cooperation with employers, which take into account the employment of students and graduates, the possibility of internships and traineeships, which will ultimately contribute to their career development;

Targeted training of personnel selected by the employer with relevant training courses.