

Master's educational program

Administration of Bank processes

ECTS

120

Awarding qualification

Master of Finances

Teaching language

Georgian

The purpose of the educational program

The purpose of the program is to study theoretical-methodological issues of management of bank processes, preparation of specialists with creative work skills, who will know:

- Methods of banking process management;
- Use of modern information technologies in practical management activities;
- Process approach and innovative management methodologies in banking;
- Theoretical and practical activities of finance and banking, modern banking and financial technologies, monetary credit system, public and corporate finance.

The result of learning the educational program

1. Knowledge and understanding:

• General Competence:

- To understand the expediency and benefits of international investment relations; Knowledge of International Investments Understanding international investment risks and the expected positive and negative consequences for it;
- Master of faculty will have clear representations on processed structured business opportunities, modeling processes and studying the potential of the business processes on the methodology of business processes.

- Partial Competence:

- Understanding the meaning and significance of financial engineering, understanding the developmental factors, acquiring knowledge base;
- Study of the principles of public finance management;
- to understand the structure and organization of audit activities;
- To understand the requirements and rules established by the International Financial Reporting Standards and National Bank;
- To understand the financial mechanisms of formation and management of corporate profit;
- Understanding the basic principles and objectives of banking business logistics;
- Understanding the basic concepts and technological processes of banking business process management systems;
- Study of financial risk management methods;
- Understanding the basic stages of the banking system evolution;
- Improvement of the Bank's Human Resource Management Style;

## 2. Ability to use knowledge in practice:

- General Competence:

- Determine international investment risks and develop preventive measures;
- The possibility to find content-sensitive and formal-aesthetic classics among the alien and translator in the foreign language;

- Field competence:

- Physical instruments of financial engineering - the possibility of practical use of financial products;
- Check the efficiency of credit activities and credit management.
- Prepare and analyze financial statements in banks;
- Assessment of the value of its own attracted resources, main functions of the corporate functions and activities;

- Analysis of the micro, macro and meta logistics systems of banking services and tasks;
- Interconnection of bank business process models;
- Utilization of the strategic management of the bank;

### 3. Ability to conclude:

- General Competence:

- collect relevant data for the planning and implementation of operations, as well as to draw up and implement various projects, quantitative analysis and reflections on their professional decisions;

- Field competence:

- To analyze the financial engineering processes and strategies - the analysis of the assets and liabilities and make decisions;

- Evaluation of tax efficiency;

- Practical assessment of the role of finances in socio-economic development of the regions;

- To prepare an audit report based on analytical procedures of audit activities;

- Analysis and evaluation of accounting policies of credit organization;

- Assess the value of corporations' cash and working assets, their individual elements;

Logistics analysis of financing flows of banking process;

- Modeling, monitoring and analysis of banking business processes;

- Analysis and evaluation of financing of the investment portfolio;

### 4. Communication skills:

- General Competence:

- Translated text Transfer of communications value from one language to another;

- Define necessary and sufficient information for the transmission of the communicative object of the text author in the adaptation from the original;

- Field competence:

- To engage in professional debates in defense of master's thesis, to understand different opinions and to justify their position;

#### 5. Learning skills:

- General Competence:

- Identify factographic, conceptual and review-analytical information in the text;
- Define necessary and sufficient information for the transmission of the communicative object of the text author in the adaptation from the original;

- Field competence:

- To understand the process of studying the principles of building the budget system;
- Learning and understanding of world experience of bank management;
- To understand the importance of the banking system in economic activity of the country.

#### 6. Values:

- General Competence:

- Has employed its professional responsibility as the customers, to the quality of service and service provided, as well as business environmental protection and public liabilities;

- Field competence:

- Assessment and solution of innovative products and services of financial engineering;
- organize the audit of the formation and use of the reserve fund organizationally;
- Accuracy and timeliness of preparing the bank's financial statements;
- Organize the activities and functions of corporations, principles, their own forms and structures;
- Assessment, measurement and forecasting of financial and bank credit risks.

## Rule for evaluation

Evaluation is made under grade system.

Positive evaluation is following:

- (A) – excellent – 91% of maximum evaluation and more;
- (B) – very good – 81-90% of maximum evaluation;
- (C) – good – 71-80% of maximum evaluation;
- (D) – satisfactory – 61-70% of maximum evaluation;
- (E) – Sufficient – 51-60% of maximum evaluation.

Negative evaluation is following:

- (FX) – Failed – 41-50% of maximum evaluation, which means that student needs more work for passing and is given the right for once more passing additional exam on the basis of independent work.
- (F) – Failed – 40% of maximum evaluation and less, which means that the work performed by the student is not enough and has to learn the subject again.

Relevant forms and methods for evaluating student's knowledge is given in syllabuses and the description of criteria and scales, relevant methods for evaluation forms are attached to educational program, also mentioned is uploaded on university's website.

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