



# “Pre-training report”

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**GANTUYA GANBURGED**  
**Nomadic Content LLC**  
**2023.01.30**

# Who am I?



First name: **Gantuya**

Last name: **Ganburged**

Country: **Mongolia**

Capital : **Ulaanbaatar,**

Official languages: **Mongolia**

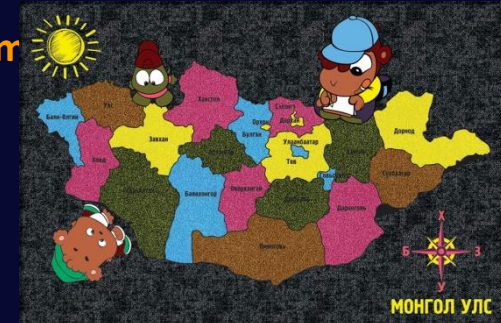
Ethnic groups: **96% Mongolian, 4% Kazakh**

Religion: **Buddhism (53%),Non-religious (38.6%),Islam (3%)**

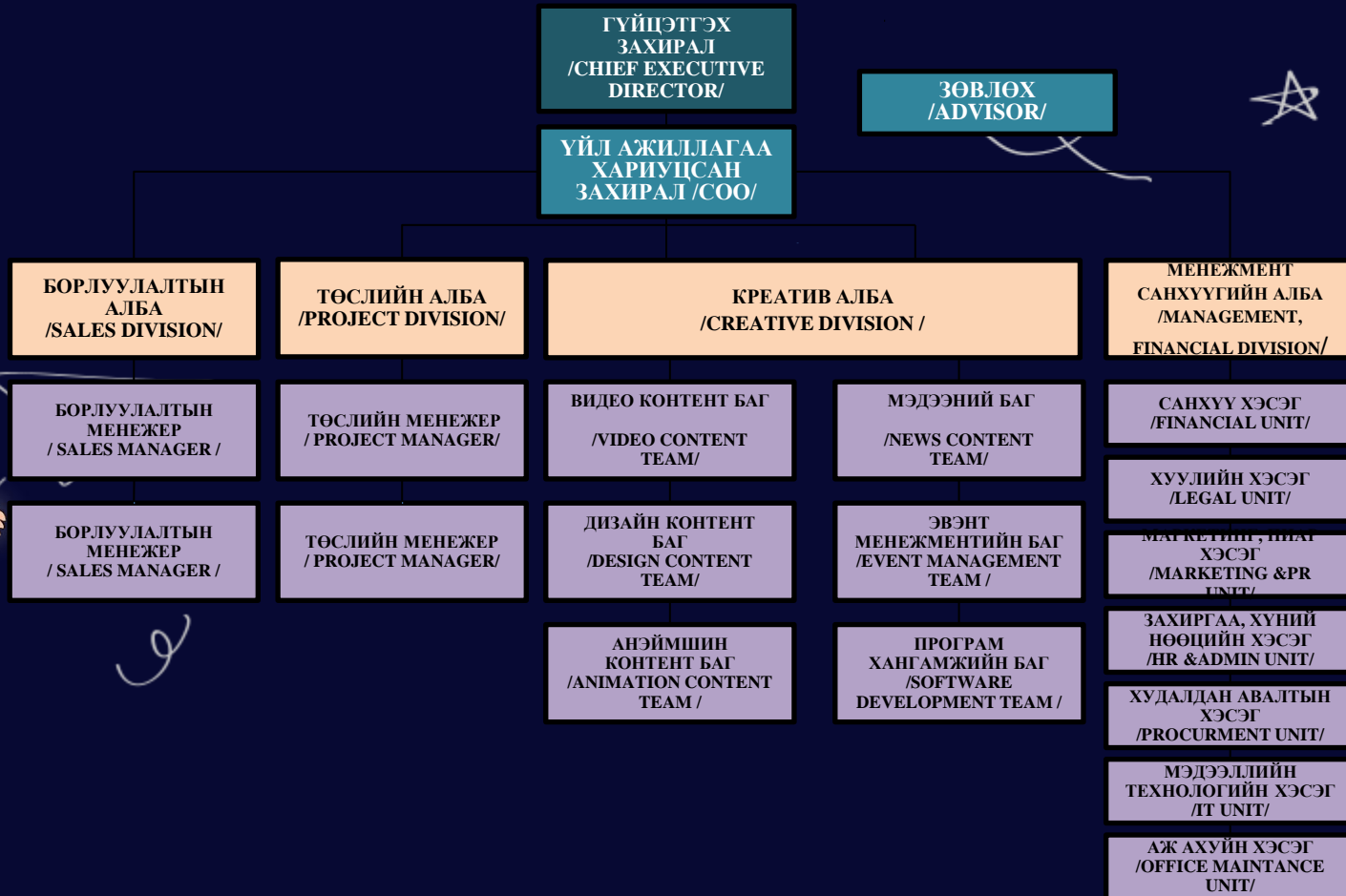
**Shamanism (2.9%),Christianity (2.2%),Others (0.4%)**

Population: **3million** Area: **1,566,000km**

Currency : **Tugrug (MNT)**



# Nomadic Content LLC



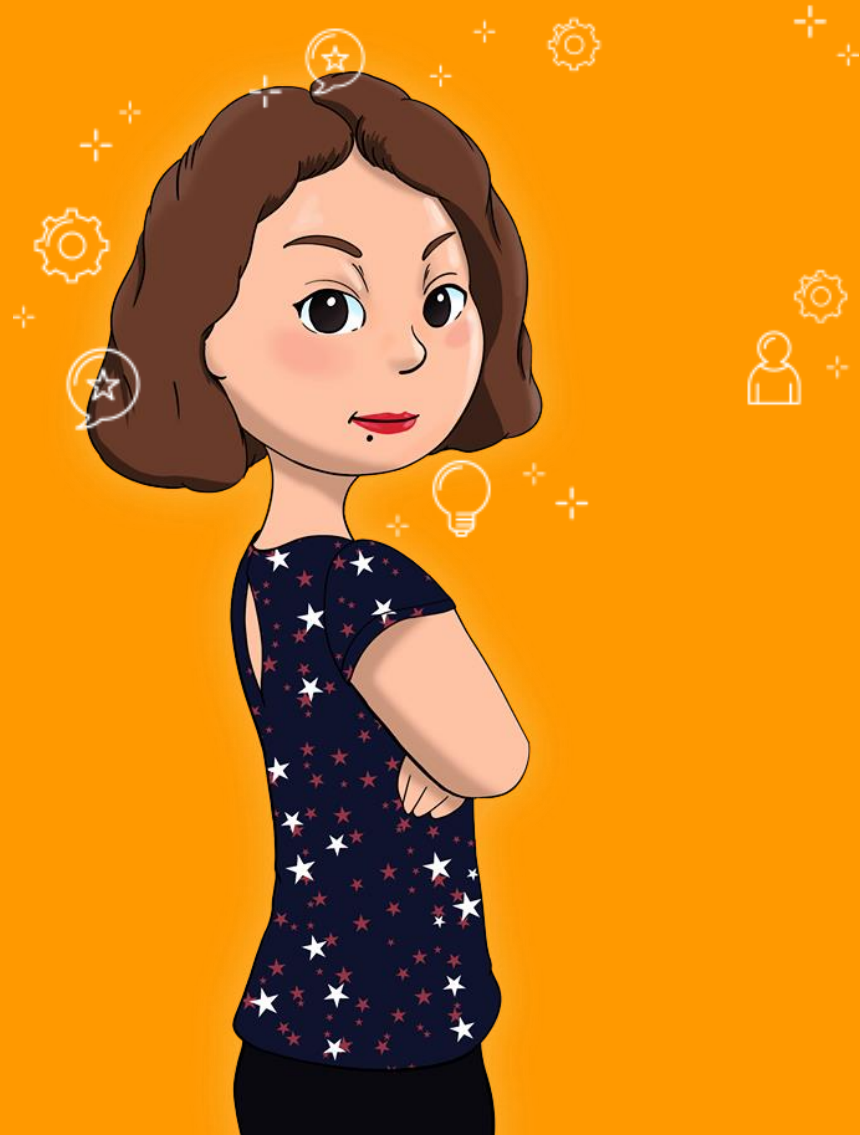
# Duties and Responsibilities



**CHIEF EXECUTIVE DIRECTOR**

**Develop high quality business strategies and plans ensuring their alignment with short-term and long-term objectives**

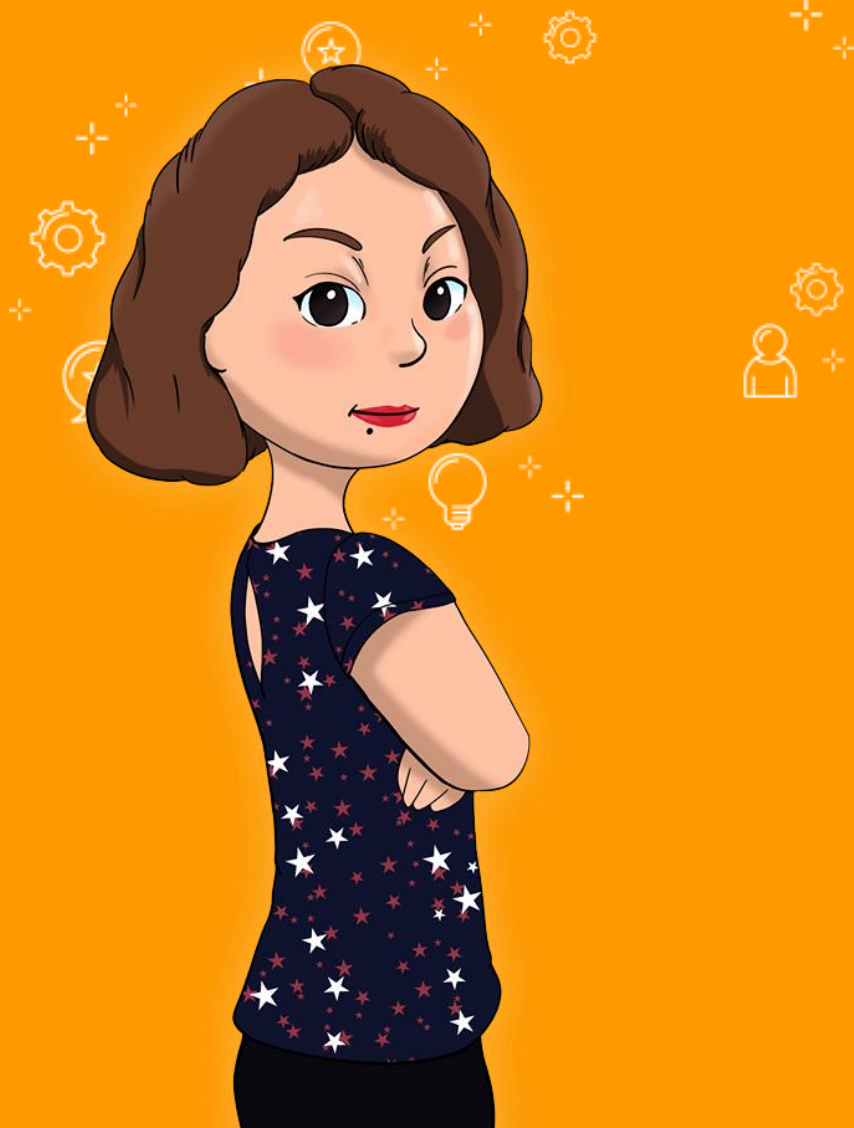
- Lead and motivate subordinates to advance employee engagement develop a high performing managerial team
- Oversee all operations and business activities to ensure they produce the desired results and are consistent with the overall strategy and mission
- Make high-quality investing decisions to advance the business and increase profits
- Enforce adherence to legal guidelines and in-house policies to maintain the company's legality and business ethics
- Review financial and non-financial reports to devise solutions or improvements
- Build trust relations with key partners and stakeholders and act as a point of contact for important shareholders
- Analyze problematic situations and occurrences and provide solutions to ensure company survival and growth
- Maintain a deep knowledge of the markets and industry of the company



# Actions

## Working improvement

- ✓ Job Breakdown sheets and tables
- ✓ Table of Job allocations
- ✓ Analysis of work Areas
- ✓ Short Cuts for Considering Improvements
- ✓ Check-list for the Current situation of the Organization



# Actions

- ✓ Restructured our company from line organizations/old version/ to functional organizations/since 2021/
- ✓ Rebuilt job description for all staff.
- ✓ We sorted all meetings by type of transmission, discussion, leadership, investigation, problem-solving, consensus, information distribution, psychocatharsis, ritual, and idea generation.
- ✓ We use a checklist table and evaluation table for meeting Leaders constantly.
- ✓ We use Categories of Risks and Regulatory compliance items for Problem-solving.
- ✓ We checked checkpoints of leadership ourselves.
- ✓ All managers use the manager's daily schedule table daily.
- ✓ We outlined the leadership Improvement plan end of 2021



## Actions

**Consulting to 3 SME companies**

- **iTools LLC /IT industry/**,
- **MESCO LLC /Real State industry/**
- **Best Mebeli LLC /Furniture factory/ since 2021 as MTP instructor.**



# COUNTERMEASURES

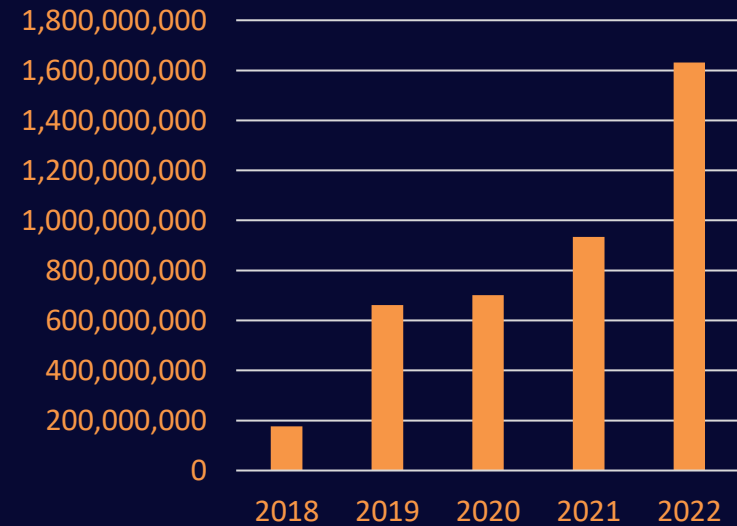
## “Home office”



- Signing all contract by Docusign platform
- Using video conferencing service for meetings
- Developing all contents their computer and painting devices
- Using all e-banking service and e tax

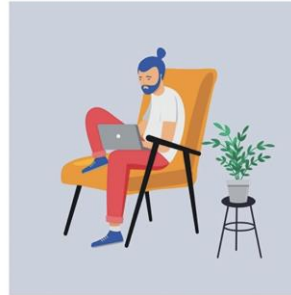
## During the “COVID-19” years

### Sales revenue (2018-2022)



### Number of employees

2018	18
2019	19
2020	19
2021	20
2022	20







**Thank you for  
your attention.**

**2023.01.30  
Tokyo, Japan**

