

## HR

Femeie, 31 ani, superioare studii.

**Datele de contact ale candidatului sunt contra cost. Detalii aici: <http://www.rabota.md/cv/>**

Salariu  
Program de lucru  
Chișinău  
Calatorii de afaceri

Sal. negociabil  
Full-time  
Chișinău  
disponibil pentru detașări de serviciu

## Experiența de munca

7 ani și 3 luni

ianuarie 2019 - până în  
prezent  
5 ani și 3 luni

### Senior International Recruiter NATO

**Kransz Wald SRL (prime contractor)**  
(Peste hotare), IT, Internet

- Sourcing and screening technical and non-technical candidates for NATO Communications and Information Agency (NCIA) using LinkedIn Recruiter.
- Managing interviews and creating a shortlist of candidates for NCIA.
- Preparing CVs and other documentation required by NCIA.
- Following up with candidates and providing feedback.
- Negotiating salary rates and finalizing arrangements between NCIA and contractors.
- Supporting new contractors coming on board.
- Drawing up contracts for contractors.
- Acting as Security Officer.
- Drawing up documentation related to the NATO Security Clearances for contractors and Facility Security Clearance for Kransz Wald.
- Acting as a PoC for the National Security Authority and other public institutions involved in NATO projects.
- Being in permanent contact with the team based in France.

ianuarie 2017 - ianuarie 2018  
1 an

### Human Resources Specialist

**Veeam Software and General Motors**  
(Bucuresti), IT, Internet

- Involved in two on-site recruitment projects at Veeam Software and General Motors.
- Sourcing candidates using LinkedIn Recruiter and conducting interviews.
- Creating, posting, and promoting job descriptions for the available roles.
- Maintaining a pipeline of qualified candidates for future consideration.
- Being in contact with hiring managers.
- Participating at job fairs.
- Involved in high-volume recruitment.

ianuarie 2016 - ianuarie 2017  
1 an

## Human Resources Consultant

### Talent Stream

(Bucuresti), Consultanta, dezvoltarea strategica

- Conducting full-cycle recruitment, writing feedback, preparing offer letters for new hires.
- Keeping a tight relationship with hiring managers.
- Participating in face-to-face interviews.
- Developing and maintaining a strong candidates pipeline.

ianuarie 2016 - mai 2016  
3 luni

## HR Trainee

### Carrefour Romania

(Bucuresti), Vinzari

- Sourcing and screening candidates for different projects.
- Contacting candidates and making appointments for interviews.
- Participating in face-to-face interviews.
- Participating at job fairs.
- Providing support for the HR department.

## Education

## Studii superioare

până in 2017

University of Bucharest, MSc in Human Resources Management  
Human Resources Management

## Instruire continua, cursuri de formare

2019	HR Officer course in , or. Peste hotare.
2019	Professional Scrum Master I in , or. Peste hotare.
0	NATO Classified Information in National Registry Office for Classified Information, or. Peste hotare.

## Competente-cheie

- Technical recruitment
- LinkedIn Recruiter
- Sourcing
- Applicant tracking system
- Conducting interviews
- Security Clearances
- Microsoft Office
- Negotiation
- Recruiting events

## Competente lingvistice

Romana

Materna

Rusa	Medium
Engleza	Fluent
Franceza	Comunicare

## Informații suplimentare

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Calatorii de afaceri	disponibil pentru detașări de serviciu
Cetățenie	Moldova, Romania