



👤 32 ani
 ♀ Feminin
 📍 Chișinău

Preferințe

- Full-time

Limbi

- **Română** · Fluent
- **Rusă** · Mediu
- **Engleză** · Fluent
- **Franceză** · Comunicare

Datele de contact sunt contra cost. Detalii aici: <https://www.rabota.md/ro/prices/cv>

HR

Despre mine

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

Experiența profesională

Senior International Recruiter NATO · Kransz Wald SRL (prime contractor) · Peste hotare
Ianuarie 2019 - Prezent · 6 ani 6 luni

- 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.

Human Resources Specialist · Veeam Software and General Motors · Bucuresti

Ianuarie 2017 - Ianuarie 2018 · 1 an 1 lună

- 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.

Human Resources Consultant · Talent Stream · Bucuresti

Ianuarie 2016 - Ianuarie 2017 · 1 an 1 lună

- 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.

HR Trainee · Carrefour Romania · Bucuresti

Ianuarie 2016 - Mai 2016 · 4 luni

- 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.

Studii: Superioare

University of Bucharest

Absolvit în: 2017

Facultatea: MSc in Human Resources Management

Specialitatea: Human Resources Management

Cursuri, training-uri

HR Officer course

Absolvit în 2019

Professional Scrum Master I

Absolvit în 2019

NATO Classified Information

Organizator: National Registry Office for Classified Information