

# MARTA RAMIRO MENCHERO

Date of birth: 15<sup>th</sup> January 1991

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I am a postgraduate Human Resource Management student from Queen Mary, University of London. Last year, I had the opportunity to develop my skills in a 2-month internship in a HR consultancy, working in all stages of recruitment, often as part of a team and under high pressure, frequently dealing with very short deadlines. I am currently looking for an opportunity to kick-start my career in London and to continue to grow professionally.

## EDUCATION AND TRAINING

Sep 2013 – Sep 2014

### **MSc International Human Resource Management and Employment Relations**

*Queen Mary, University of London (UK)*

Currently working on my Final Dissertation.

2009 - 2013

### **Grado en Psicología**

*Autonomous University of Madrid (Spain)*

Undergraduate Degree in Psychology

Average grade: 7.8/10

Dissertation: "Effects of 'babyfacedness' in personnel selection".

Grade 9/10

Dec 2012 - Jan 2013

### **Teamwork Development Programme**

*Knowledge Engineering Institute (IIC), Madrid (Spain)*

Online programme focused on practical application by pre- and post-assessment of a real-life situation.

Jan 2013

### **Organization Leadership Course**

*Faculty of Psychology, Autonomous University of Madrid, Madrid (Spain)*

Short course about leadership theoretical models and their application to an organization context.

Jan 2013

### **Emotional Intelligence Course**

*Faculty of Psychology, Autonomous University of Madrid, Madrid (Spain)*

Short course about structure of emotion, processes involved and practical approach.

## WORK EXPERIENCE

Mar – Apr 2013

### Internship in Recruitment

EULEN *Flexiplán, Madrid (Spain)*

Academic internship with a total duration of 210 hours.

CV screening on job boards.

Phone and face-to-face interviews.

Redaction of candidate reports.

Administrative tasks (archive, photocopying).

Use of EULEN's own HR database software and psychometric tests.

Reception.

## LANGUAGES

English

Fluent

IELTS: 7.0 (Nov 2012)

Spanish

Native

French

Basic

## COMPUTER SKILLS

Microsoft Office

Word and Power Point (advanced), Excel (intermediate)

Statistics

SPSS (advanced)

Operative Systems

Windows, Ubuntu (user level)