



# Crishyeree Mallol Dominguez

Recruiting assistand

## ADDRESS

zurza II, SANTIAGO, República Dominicana

## PHONE

8299280506

## EMAIL

crisheyreemd@gmail.com

## DATE OF BIRTH

07/01/1993

## LINKS

[crisheyreemd](#)

## 01 PROFILE

Highly organized and meticulous Administrative assistant with experience i corporate office setting. Adept at preparing and maintening files, help for recruit with all the protocol. part of the ethics committe

## 02 EMPLOYMENT HISTORY

Jul 2018 — Jan 2020

SANTIAGO

**Administrative assistant at Centro de Atención Integral para la Discapacidad**

Jan 2015 — Apr 2018

SANTIAGO

**Supervisor at Corporación de Acueducto y Alcantarillado de Santiago**

## 03 EDUCATION

Aug 2014 — Apr 2017

SANTIAGO

**Pontificia Universidad Católica Madre y Maestra**

Bachelor degree Psychology

Aug 2018 — Jul 2019

SANTIAGO

**Pontificia Universidad Católica Madre y Maestra**

M.A in Human Resources

Dual Degree

## 04 LANGUAGES

English



Spanish



## 05 SKILLS

Lidership

Confidence

Efficient

Ability to Work Under Pressure

Group work

Knowledge of Federal and State Laws

## 06 COURSES

Feb 2020 — Feb 2020

**Pay Roll and Social security at Pontificia Universidad Católica Madre y Maestra**

Mar 2013 — Jul 2013

**Microsoft Office at Centenaria**

## 07 INTERNSHIPS

Feb 2017 — May 2017

SANTIAGO

**Assitant at Corporación de Acueducto y Alcantarillado de Santiago**

## 08 REFERENCES

**Lujaira Balbuena**

Centro de Atención Integral para la Discapacidad

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**Arolka Mercado**

Corporación de Acueducto y Alcantarillado de Santiago

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