

Ing. Peter Slovák

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Date of birth: 11. 8. 1991



WORK EXPERIENCE

HR Manager, Transfer International Staff, k. s. - Nitra, Slovak Republic

June 2021 - Currently

Active participation in company management and strategic planning, acquisition of new clients, creation of internal policy - implementation and monitoring of compliance, planning and adjusting number of internal employees at branches, recruitment and selection of internal staff across branches, leading internal meetings, internal employees evaluation and training, processing salaries and performance-based bonuses, managing onboarding and offboarding processes, ensuring occupational health and safety (OHS) compliance, communication with public institutions (Labour office, Labor Inspectorate, Foreign Police), and handling a wide range of additional HR and operational tasks.

In addition to my regular duties, I had the opportunity to represent the company *Transfer International Staff, k.s.* and the *Association of Personnel Agencies (APAS)* through public speaking engagements in the media and at professional events.

Following the legal opening for employing foreign workers via temporary employment agencies (ADZ), I also partially led and supported this agenda.

Project Manager, Transfer International Staff, k. s. - Nitra, Slovak Republic

October 2018 - May 2021

Main tasks: Customer meetings, Ensuring fulfillment of customers recruitment requirements, Internal recruitment, Leading team of recruiters, communication with institutions (Labour office, Labor Inspectorate, Foreign Police), communication with suppliers, payroll processing, invoicing etc.

Personnel Consultant/Coordinator, Transfer international staff, k. s. - Trnava, Slovak Republic

November 2016 - September 2018

Main tasks: Recruitment, candidate assessment and testing, HR administration for newly hired and onboarded employees, client communication via email, internal system management, and other related HR tasks.

Lifeguard/Pool operator, High Sierra Pools, Inc.

May 2016 - September 2016

Lifeguarding and pool maintenance.

EDUCATION

Regional Development, Slovak University of Agriculture in Nitra/Faculty of European Studies and Regional Development

2011 - 2016, Nitra, Slovak Republic

Business Academy

Business Academy

2006 - 2010, Rožňava, Slovak Republic

COURSE OR CERTIFICATE

English language level B2, Slovak University of Agriculture in Nitra

April 2014

UNlcert

Summer school of public management, Slovak University of Agriculture in Nitra

September 2015

SKILLS

Human Resources - Advanced

Project management - Advanced

Labour code - Advanced

Payroll accounting - Advanced

MS Office - Advanced

Business correspondence - Advanced

LANGUAGES

English - Advanced (C1)

German - Elementary (A2)

INTERESTS OR HOBBIES

swimming, football

DRIVING LICENSE

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ADDITIONAL INFORMATION

After graduating from the Slovak Agricultural University in Nitra, I took up the opportunity to travel to the USA, where I spent four months working and exploring country. Upon returning to Slovakia, I secured my first permanent position in Nitra at a newly established staffing agency. Over the course of more than eight years, I progressed through multiple roles — from consultant to HR manager. During this time, I actively contributed to the company's transformation from a locally unknown brand into one of the largest personnel agencies in Slovakia. I am currently seeking a new professional challenge where I can continue to grow while contributing on the company's growth.