



# Анна Пахоменко Дмитриевна

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Проживает: Минск

Гражданство: Беларусь, есть разрешение на работу: Беларусь

Не готова к переезду, готова к командировкам

## Желаемая должность и зарплата

### Recruiter

Специализации:

— Специалист по подбору персонала

Занятость: полная занятость

График работы: полный день, удаленная работа

Желательное время в пути до работы: не имеет значения

## Опыт работы — 6 лет 7 месяцев

Июль 2024 —  
Февраль 2025  
8 месяцев

### ПлатформИО / ULTRALAB

Минск

Информационные технологии, системная интеграция, интернет

• Разработка программного обеспечения

#### Recruiter

- Work with a full recruitment cycle (getting terms of reference from the hiring manager, preparing a job description, sourcing, screening, set up an interview, making a job offer, preparing for candidates' start date;
- Determining the need for recruitment;
- Attracting candidates for positions in the company, maintaining and developing professional contacts;
- Formation of partnerships with hiring managers, cooperation in the process of working on a vacancy;
- Sourcing of Account managers, Sales managers, Copywriters, Affiliate managers, Lawyers, working with professional resources (LinkedIn, hh.ru);
- Conducting prescreening and interviews with candidates (biographical, case study, by competency);
- Work with internal CRM: constant input of information and updating of statuses;
- Continuous development in the direction of recruitment;
- Analyze a local job market.

Июль 2021 —  
Июнь 2024  
3 года

### iTechArt Group

Минск, [www.itechart.com](http://www.itechart.com)

Информационные технологии, системная интеграция, интернет

• Системная интеграция, автоматизации технологических и бизнес-процессов предприятия, ИТ-консалтинг

#### IT Recruiter

- Work with a full recruitment cycle (getting terms of reference from the hiring manager, preparing a job description, sourcing, screening, set up an interview, making a job offer, preparing for candidates' start date;

- Determining the need for recruitment;
- Attracting candidates for positions in the company, maintaining and developing professional contacts;
- Formation of partnerships with hiring managers, cooperation in the process of working on a vacancy;
- Sourcing of QA manual, QA automation, Project managers, Business analysts, DevOps engineers, Blockchain developers, Java, .net developers working with professional resources (Linkedin, GitHub, Stackoverflow);
- Conducting prescreening and interviews with candidates (biographical, case study, by competency);
- Work with internal CRM: constant input of information and updating of statuses;
- Continuous development in the direction of recruitment;
- Analyze a local job market;
- Working with a referral platform.

Август 2018 —  
Июнь 2021  
2 года 11  
месяцев

**ООО Libretic**

Розничная торговля  
• Розничная сеть (продуктовая)

**Recruiter**

- Accepting applications;
- Posting information about vacancies (jobs.tut.by, social media, newspaper, TV, etc);
- Maintaining a database of candidates;
- Research;
- Screening;
- Intervening;
- Make a decision about employment offer.

Образование

Высшее

2019 **Belarusian State Economic University**  
Management, Labor economics

Электронные сертификаты

2021 Recruitment: IT Basics for IT Recruiters

Навыки

Знание языков  
Русский — Родной  
Английский — B2 — Средне-продвинутый

Навыки  
Recruitment   Research   Human Resources Development   Interviews  
Talent Acquisition   Mentoring   Communication skills

Дополнительная информация

Обо мне  
Highly skilled IT recruiter with over 6 years of experience in the international market. Proven track record of successfully sourcing, screening, and placing top-tier IT professionals across various countries. Strong understanding of global recruitment practices and cultural nuances. Exceptional communication and negotiation skills, with a keen eye for identifying top talent. Passionate about building strong relationships with both clients and candidates to ensure successful placements.

История общения с кандидатом

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Отклики

IT-рекрутер  
14 апреля 2025