

# SACHA DUBOIS

## HR PROFESSIONAL

### PERSONAL HISTORY

I have been working in Human Resources for over seven years. As an executive recruiter, I make sure to find the right person fit for the job.

### TALENT AND SKILLS

- Familiar with multiple employment sites and programs
- Extensive experience doing candidate background checks
- Excellent interviewing techniques

### CONTACT INFORMATION

Address: 123 Anywhere St., Any City, State, Country 12345  
Phone: (123) 456-7890  
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Website: www.reallygreatsite.com

### CAREER HISTORY

#### EXECUTIVE RECRUITER

*Excelland Recruitment | December 2020 - present*

- Searches for ideal candidates for C-level positions for major corporations
- Interviews and follows up on applications for upper management positions

#### HUMAN RESOURCES MANAGER

*BWF International | March 2017 - November 2020*

- Managed day-to-day operations of Human Resources department
- Interviewed applicants to fill open upper management positions in the company

### ACADEMIC HISTORY

#### WILLOWARNE COLLEGE

*Masters in HRM | Graduated December 2020*

- Master's thesis topic: Human Resource Management techniques for long-term employee development
- Awarded recognition for academic achievement

#### HUXLENSE UNIVERSITY

*BA Human Resources | Graduated April 2016*

- Graduated with academic honors: Summa Cum Laude
- Recipient of the Huxlense Student Achievement Scholarship
- Student Government Association officer

### PROFESSIONAL AWARDS

- Outstanding Performance, BWF International 2018 & 2019
- Industry Recognition Award for Human Resources, Regional Coalition of HRM Professionals 2020