Lilach Chen Levi

Phone: +972-54-7741130

E-mail: lilachhen1978@gmail.com

EMPLOYMENT

2014–3/2020 - Apricis (UAV operation company) - Head of staff - Management team member

- establishing human resources infrastructure in the company: Global Recruitment, employment agreements management, employee performance and evaluation procedures, welfare, etc..
- Management of the Operations department responsibility for staffing plans for Israeli and Global projects, including logistics
- Financial: Responsibility for the company's cash flow.
- UAV operation Project management Personal management of employees from around the world, design and construction of UAV internal pilot and technicians courses, ongoing training team management, daily and weekly planning, ongoing customer relations maintenance including updates of course status

2010- 2014: Strauss Water - HRBP, operations and product development (OPD) unit.

Management Development:

- Installing basic values of management for new mangers: handling management dilemmas, implementation of acquired skills from management workshops.
- Support for managers with departmental structures changes form planning to implantation
- Evaluation and feedback process management including support for managers through it
- Support mangers at salary updates process remuneration plan creation according to different criteria.
- Support for managers in setting departmental and personal development goals, planning annual training plan according to existing needs and gaps in the unit.

Cross Departments HR processes

- Organizational Survey management the survey at OPD unit.
- Part of a HR managers forum at "Strauss-water" that created the company's Ethic Code and its assimilation among managers and withindifferent departments in the unit.
- Social responsibility: Determining community partner, creation of a diverse volunteer channels, recruiting volunteers, planning and implementation of an annual plan.
- Collaborating with Payroll Department regarding employees' compensation
- Sexual Harassment prevention commissioner within the unit.

2006-2010: Aeronautics - Human Resources Coordinator

Recruitment:

- Establish job descriptions with managers
- Conducting HR interviews for candidates for wide variety of roles, emphasis on logistics and manufacturing fields
- Development of evaluation centers for specific roles in the organization

Welfare:

- Planning of an annual welfare budget
- Organization of social and sectoral events

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EDUCATION

2003-2005 M.Sc .in Cell Biology and Immunology, Tel Aviv University. - Graduated cum Laude

2000-2003 B.Sc, Life science, Tel-Aviv University.

MILITARY SERVICE

1996-99 UAV aircraft as a simulator trainer for UAV internal pilot.

- Commander of simulator Training in UAV Squadron.
- Flight Instructor in UAV Simulator
 Trained experienced internal UAV pilots on a flight simulator in order to maintain operational fitness and improve flight skills during flight emergencies.

LANGUAGE

- English fluent
- Hebrew native lagunage

VOLUNTEERING

- 2019-today Volunteer as a mentor at Zur Shalem Project
- 2017-2019 Volunteer on a local education committee
- 2013-2014 -Volunteer at Elder's Day Club in Naham.
- 2007-2008 -Volunteer at the ELEM in Rehovot.