

Summary:

Bilingual HR Generalist with experience in construction and manufacturing companies. Eager to expand upon current Human Resources experience of recruitment, onboarding, safety training, and other disciplines.

Name: Alex Calixtro

Email: calix971@yahoo.com

Phone: +1 503 984 6657

Location: Portland, OR 97229

Country: USA

Position Category: Operations: Human Resources

Desired Job Role: Junior Human Resources Specialist

University: Portland State University, Portland Community College

Degree: Bachelor's in Human Resource Management, Associate in Business Administration

Graduation Year: 2021

Years Experience: 2

Notable Companies: Matrix Pack North America LLC, Madden Industrial Craftsmen, Inc.

Top Skills: Customer Service, Data Entry, Communications, Benefits Administration, Interviewing, Microsoft Office Suite, Teamwork, Google Suite, Organizational Skills, Multi-line phone systems, Employment & labor law, Time Management, ATS, Critical Thinking, HRIS, Employee Orientation, Recruiting

Job Intention: full-time

Visa Status: Authorized to work in the US for any employer

Able: yes

Subject: Working for AheadComputing

Date Sent: 03-20-2025

Resume: Yes