

PROFESSIONAL EXPERIENCE

Human Development and Management Assistant

Clinica San Felipe Mar 2019 - Present Peru

- o Implementation and deployment of the annual performance evaluation of the company.
- o Management of the annual measurement of Labor Climate under HayGroup methodology.
- o Management of the company e-learning platform.
- o Management and implementation of the work climate programs at the clinic.
- o Update of the company's Job Description for the regularization of the salary band policy.
- o Monitor compliance with Annual Training Plan.
- o In charge of corporate induction.

Professional Training and Organizational Development Practitioner

Sapia Corporation S.A. Jun 2018 - Feb 2019 Peru

- o Implementation of new work climate programs in all Business Units.
- o Implementation of the Work Climate Guide according to GPTW measurement.
- o Definition, design and implementation of the (pilot) performance evaluation in the Adryan system.
- o Monitoring and coordination of various trainings.
- o Implementation of Organizational Development workshops.
- o In charge of updating and generating new educational agreements and benefits for employees.
- o Implementation of the project to update the company's Jobs Descriptions.
- o Logistics management for all required events related to the area.
- o Support in the implementation of various projects of the area.

Pre-Professional Organizational Training and Development Practitioner

GSP General Services - AUNA Network Sep 2017 - Mar 2018

Peru

- o Support in deploying organizational climate events.
- o Management of the Annual GPTW climate labor survey.
- o Deployment of the "Contagia" organizational culture campaign that implied understanding and socialization of a model of organizational competencies at the Lima and provincial levels on the expected dates.
- o Support in the deployment and monitoring of the development programs of the organization.
- o Logistics management necessary for all events related to the area.
- o Deployment of induction and training programs.

LANGUAGES

Spanish Native
English Advanced

SKILLS

Intermediate

+ Windows

+ Recruiting

+ HR induction

+ Organisational Management

Beginner

+ Human Resources

Pre-Professional Recruitment and Selection Practitioner

GSP General Services - AUNA Network Sep 2016 - Sep 2017 Peru

- oMapping of Universities and Educational Centers for the participation of the company in Labor Fairs.
- oManage the participation of the company in different lectures in Universities and Educational Centers as part of the recruitment program.
- oProfile survey with the internal client in the labor processes.
- oPublication of the profile in the different labor exchanges.
- oPerform curricular and telephone filter.
- oPerform dynamics for administrative positions and interviews by competences.
- oMake work references.
- oProgramming of medical exams.
- oArming the file of the new personnel.

Pre-professional Recruitment and Selection Practitioner

Vortice Consultores Sep 2015 - Apr 2016 Peru

- oMarket research and search of candidates according to the requirement of the position through hunting.
- oMake work publications in the different work exchanges, curricular and telephone filters.
- oMake 360 work references of the candidates.

ACADEMIC EXPERIENCE

Universidad de Lima Jul 2011 - Jul 2018 Peru

Human Resources, Psychology