

PROFESSIONAL EXPERIENCE

HR Teacher Associate

Sanjivani Group of Instiutes Nov 2017 - Jul 2018 India

AIESEC Global Talent, Mumbai, India:

Teaching Associate in the MBA. I impart two subjects referred to the Human Resources specialization:
- Emotional Intelligence and Management
- Negotiation in business

During the same period I teach Spanish in the Sanjivani Associated Institutions from school to College levels.

The official language is English.

IT Selection Technician

AVALORA, OHL Group Mar 2017 - Sep 2017 Spain

AVALORA is the technology division of OHL group, with more than 22.000 employees in 30 countries. Avalora has different headquarters in 5 countries in Espana and South America, and all its employees are focused in TI. My functions include all the phases of the recruitment process:

- 1. Publish the work offers and resolve the incidents
- 2. Curriculum screen
- 3. Interviews by competences and reporting
- 4. Management of databases and social networks
- 5. Establish relations with universities, employment exchanges and other companies.

(LinkedIn Recruiter, Excel, Power Point, Microsoft Office)

HR Assistant

Save the Children Mar 2016 - Sep 2016 Spain

Save the Children is an international NGO with more than 12.000 employees present in 120 diferent countries. I had the gratifficant opportunity to support to the Seletion area:

- 1. Publish the work offers (Infojobs, SC platform,...)
- 2. Curriculum screen
- 3. Interviews by competences and reporting (Inform, PPT,...)
- 4. Management of databases (Excl,...)
- 5. Establish relations with universities and other companies

Student Brand Manager

B4Work Jan 2015 - Jun 2015 Spain

B4Work is a consulting of Human Resources specialised in young talent and university profiles in Spain. My functions included:

- 1. Team leader functions: coordinating the promotion team (5 people) and responsible for the promotion of the event "Enterate Madrid 2015", a university employment fair,
- 2. Public relations: Get support from organizations, partners and public institutions.
- 3. Facilitate recruitment to the Human Resources area.
- 4. Social Network Management.

ACADEMIC EXPERIENCE

SUMMARY

I am addicted to seize the time: Work harder, be thankful, be passionate, think faster and enjoy the moment. If I have a task I will sure complete with a smile.

LANGUAGES

English	Advanced
Spanish	Native

SKILLS

Expert

+ Adaptability

Advanced

+ Social Media Management

+ Negotiation

+ Windows PC usage

+ Internet usage

+ Client servicing

+ Event Planning

+ Human Resources

+ Microsoft Powerpoint

+ Empowerment of others

+ Relationship Management

+ Project Management

+ Recruiting

+ Solution Orientation

+ Time Management

+ Handling Pressure

Intermediate

+ Microsoft Word

+ Microsoft Excel

Universidad Complutense de Madrid Sep 2016 - Jun 2017 Spain

Human Resources, Psychology, Public relations

Universidad Complutense de Madrid Sep 2011 - Jun 2016 Spain

Human Resources, Psychology, Public relations