

## Coach & Team Coach / HR Consultant / HR Manager

Uchádzača overíme na vašu žiadosť

Očakávaná mzda: **4 000 €**

Cena: **4 800 € bez DPH**

### Preferovaná pracovná pozícia

HR Business Partner

Personálny konzultant

HR Manažér

Personálny manažér

### Preferovaná lokalita

Bratislavský kraj

### Jazyky

Nemecky - Expert (C2)

Anglicky - Pokročilý (C1)

### Zručnosti

SAP - Základy, Microsoft Office - Pokročilý

## Pracovné skúsenosti / Work experiences

11/2016 – ongoing

### **Coach & Team Coach / HR Consultant**

Zameranie spoločnosti:

*Human Resources*

11/2016 – 07/2018

### **HR Interim Manager/ HR Consultant**

Zameranie spoločnosti:

*Warehousing and storage*

- » Managing of the local HR Team
- » Evaluation and Optimization of HR Processes and Implementation of new procedures across the clients organization in following areas:
- » Performance management
- » Training & Development
- » Compensation & Benefits
- » Recruiting and On boarding of new employees
- » Employee Engagement etc.

07/2012 – 12/2014

### **HR Manager**

Zameranie spoločnosti:

*Manufacture of motor vehicles*

- » Development of the HR organization, process, system and infrastructure to ensure operational excellence in HR processes
- » Creating, modifying and implementing all HR related procedures regarding staffing, training, hiring, compensation, disciplinary, payroll, time and attendance, internal regulations etc.
- » Supporting the Rump up of Organization (from 10 to 300+ employees), Organizational Development, Staffing activities on required quality and quantity
- » Driving a performance management culture; Implementing and training for standard processes
- » Succession planning and Development plans

- » Providing trainings for managers and employees on Performance and Development process;
- » Responsible for setting up the budgets on salaries, training, benefits (labor cost) for entire plant;
- » Analyzing the company training needs, developing of annual training plan, Evaluation of training programs effectiveness and involving customer specific requirements
- » Development of employee reward and recognition structure and following its implementation;
- » Developing and maintaining positive labor environment incl. Leading of Employee Satisfaction survey
- » Ensuring accurate and up-to-date HR management information and statistics as required by the management
- » Driving of Lean across the company incl. HR Department
- » Responsible of University Relations (UR) for the plant, partners with staffing COE on all UR activities;

07/2011 – 06/2012

### HR Coordinator Slovakia / Sr. HR Generalist

Zameranie spoločnosti:

*Automation and Control Solutions*

- » Introduction and Implementation of various HR Policies and driving various EMEA HR Projects in Slovakia
- » Support of the start up of a new plant at in eastern part of SVK, On boarding of the local HR Team
- » Support of the HR Team in integrated plant in middle part of SVK and implementation of key processes in the company
- » Support local leadership team in organizational design, performance management and succession planning
- » Staffing as per the business requirements
- » Coach / Train / Advise local and remote managers in HR processes and people management
- » Drive Performance management process and standards, succession planning and low performance management
- » Ensure Labor Compliance, Solving Disciplinary issues, Reduction in force cases
- » Organizing of Trainings as per the defined training needs
- » Manage internal communication and employee relations, resolve issues and complaints
- » Ensure proper administrative agenda and providing payroll data to external provider

02/2010 – 06/2011

### HR Generalist / HR Business Partner

Zameranie spoločnosti:

*Aerospace Engineering Centre*

- » Manage key HR functions in coordination and execution of Staffing activities, Training & Development, Talent Management, Compensation & Benefits
- » Support local leadership team in organizational design, performance management and Ensure implementation of HR strategy and procedures in alignment with business objectives / requirements.

- » Cooperate with managers on design and implementation of the new development programs, trainings and completion of training plans based on the competency roadmaps.
- » Coach / Train / Advise managers in HR processes and people management
- » Drive Performance management process, succession planning and low performance management
- » Ensure Labor Compliance, Solving Disciplinary issues
- » Manage internal communication and employee relations, resolve issues and complaints

## Vzdelanie / Education

2015 – 2020

Business Coaching, Team Coaching, Systemic Coaching, Life Coaching courses

1998 - 2003

### **Faculty of Commerce**

International Business

1998 - 2003

German program

1994 - 1998