# Яговдик Дар'я



## RECRUITER, 16 000 ГРН.

9 серпня 2022 Місто: Львів

Вік: 23 роки
Режим роботи: повний робочий день, вільний графік роботи, віддалена робота
Категорії: HR, управління персоналом, Офісний персонал

Увійдіть або зареєструйтеся на сайті як роботодавець, щоб бачити контактну інформацію.

### Опис

Daria Yahovdyk

Recruiter

Professional Summary

- 1 year and 1 month of experience in recruiting;
- 2 months of experience in IT recruiting;
- Performing full recruitment cycle experience;
- Searching candidates from different sources experience;
- Formation of a job profile and vacancies placement at different platforms;
- Candidates and CV prescreening experience.

Knowledge and skills

- Sourcing (Boolean/X-Ray, Search at social media platforms, Networking);
- Cold communication;
- Job Description Development;
- CV and Candidate prescreening;
- Ability to sale position;
- Job Offer Development;
- Reporting;
- Microsoft Tools (Word, Excel, PowerPoint);
- Communication Skills;
- English - Beginner (able to work with translator);

Work experience

2022.01.03- 2022.05.26 Company Merehead

2021.01.20-2021.11.13 Company name under NDA

Responsibilities:
- Job description development and placing;
- Consulting HR interviews;
- Creating job offers;
- Omboording;
- CV and Candidates prescreening;
- Interview invitation;
- Meeting candidates;
- Telling results to a candidate;
- Reporting within a company.

Education
Luhansk National Taras Shevchenko University
(distance learning - ongoing)