

LIUBOV KRAVTSOVA

HR Specialist

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Professional HR specialist with over 7 years of experience in employee hiring & onboarding, evaluation and talent management processes. Organized team player with the ability to communicate effectively in a diversity environment, working in fast-paced changing environments demanding strong interpersonal and time management with a successful record of building and improving.

Key skills: Recruitment | Employee Lifecycle | Performance review| Talent Management | Onboarding | Agile Project Management

PROFESSIONAL EXPERIENCE

Leroy Merlin

Moscow, Russia

<https://leroymerlin.ru/>

Leroy Merlin is a major player in the global DIY market. As the founding company of GROUPE ADEO, Leroy Merlin offers products and solutions for DIY, decoration, construction and gardening. Leroy Merlin is present in 12 countries, with 100 000 co-workers and 400 stores.

HR Project Manager (April 2021 – Present)

- Developed a system of potentials development for the whole organization that resulted in implementing a holistic approach and improving the quality of accompanying the potentials by leading a project team of 14 members.
- Developed and implemented the process of identifying potentials in the company resulted in reduction of errors in potentials' detection by defining potential model and criteria, writing 3 steps process of detection, writhing scripts of the interview, implementing HOGAN and SHL assessment of candidates, defining the format of validation meetings
Created from scratch and launched development programs for employees in the whole company (stores, office, dark stores and warehouses) to accelerate their development to the next positions and provide successors for strategic roles in the company that resulted in getting NPS of 9.5 and promoting 70% of participants within 6 months after the program
- Created a mentoring program for the whole company to accelerate potentials development, to develop network within the company and management competencies that resulted in getting NPS of 9.87 by conducting research of mentoring tools used in ADEO group, taking best practices, advocating the program to the committee of leaders, defining mentor profile and collecting list of mentors, organizing learning program for mentors and writing the guide of interaction between mentors and mentees
- Developed a talent management system to increase quality of data on potentials and succession pools that resulted in identifying key pain points in talent management process by conducting UX research with key stakeholders, organizing workshop and building CJM, together with analyst writing technical task for developers

Recruitment specialist (April 2018 – April 2021)

- Implemented the recruitment process for a broad range of open positions in IT middle, junior and senior (SQL server, Oracle, BI, JS, PM, Architecture) and Supply Chain (warehouse automation and supply chain optimization) to meet demand of rapidly growing company using different instruments (job sites, social media (LinkedIn\Facebook); Boolean search, X-RAY, referral recruiting, candidate's evaluation (on average 20-25 open recruitment projects per month with short delivery results. on average 5-6 IT positions closed per month)
- Worked with departments heads to understand their hiring needs and proactively translating that into a positive candidate and interviewer experience that resulted in reducing the time to hire by 22%. Coached and trained Managers on interview and selling skills. Developed online trainings: bases of IT recruitment and interview structure
- Together with recruitment promoted salary benchmarking to ensure that salary level of internal IT specialists match the market that resulted in offering above-average salary to attract new talents by monitoring, conducting market analysis and providing monthly salary update on IT market to head of departments.
- Reduced hiring costs by 7% by collaborating with recruitment agencies and organizing tenders
- Promoted IT brand that resulted in increasing visibility of Leroy Merlin as IT company on the market (growth in the number of IT candidates to 30%) by participating in career fairs and IT conferences and meet ups

Gates Corporation,

Moscow, Russia

<https://www.gates.com/in/en.html>

Gates is a leading manufacturer of application-specific fluid power and power transmission solutions. At Gates, we are driven to push the boundaries of materials science to engineer products that continually exceed expectations.

HR assistant (April 2016 – April 2018)

- Developed the recruitment process by implementing candidate search using Headhunter and different social networks, conducting initial telephone and personal interviews, maintaining candidates database
- Maintained HR documentation flow (personal files, orders, labor books)

EDUCATION

Higher School of Economics

Moscow, Russia

Bachelor of Political Science (September 2010 – June 2014)

University of Vaasa

Vaasa, Finland

Master of Public Administration (September 2014– May 2016)

ADDITIONAL INFORMATION

- Languages: Russian (native), English (C1), French (B1)
- Tools & applications: MS Office, SAP, Jira, Trello, Miro