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Summary

As a dedicated HR and Consultant Manager, my approach is both results-oriented and relationship-focused. I have a proven track record of strategic recruitment, specializing in key role placements and managing large-scale recruitment efforts within various industries. My priority is to cultivate lasting relationships with all professional contacts, ensuring that both staff and clients excel in their positions, which is fundamental to creating successful matches.

On a personal level, I am positive, communicative, and empathetic. My colleagues and leaders have often acknowledged my ability to drive results while fostering a positive and motivational atmosphere within the team.



Work experience

IAMAI 2024-02 - Ongoing
Community Manager

IAMAI World is an AI platform that connects companies with freelancers and consultants. In my role as a community manager, I have responsible for actively recruiting freelancers and members to the platform and ensuring a professional onboarding process. My primary responsibilities also include matching consultants with consulting assignments such as IT project management, CTO, CIO, and management consulting. I am also responsible for the company's presence on social media platforms, sending out newsletters, and managing IAMAI's knowledge programs in AI and future trends.

Unfortunately, I need to terminate my employment soon due to workforce shortage. I look forward to continuing my career and contributing to the next exciting workplace.

DJV 2023-05 - 2024-02
Consultant Manager

Part of the IT operations and support business area, we are a smaller consulting company with about 22 employees. I worked with processing new customers and partners, and actively with recruitment and searching to match the right skills to our clients.

Otiga/Clockwork 2021-08 - 2023-04
Consultant Manager

I worked with staffing and recruitment within various service areas, such as IT project managers, IT technicians, sales, economists, HR, and customer service. My role included processing new customers and building long-term relationships with both new and existing customers, both in the private and public sectors. I successfully grew the team from 2 to 22



Education

Södertörns University 2013 - 2016
Bachelor's degree - Innovation and Sustainable Development
Vice chairman at Södertörn's environmental and development association
2015-06 - 2016-05



Skills & Tools

Personnel development & Leadership
Talent Management
Competence-based recruitment
Labor Law & Collective Agreements
Business Development
Hygraph- content management
LinkedIn recruiter
Microsoft 365
Teamtaylor
Intelliplan
Oneflow
Mailchimp

employees in the first year. The role also included employee well-being and development, which included employee welfare, salary setting, follow-up, personal care, and rehabilitation. I also handled quotations, margin calculations, attestation of time reports, billing, and interpretation of collective agreements.

DevPort 2019-03 - 2021-08

HR Partner & Business Unit Manager

As a business unit manager, I had budget responsibility for three units within Product Development, Embedded Systems, and IT, and was responsible for the staff of 20 engineers in Stockholm. As an HR partner, I was responsible for recruitment in both Stockholm and the Södertälje region in areas such as Construction, IT, and Embedded Systems. My role involved managing both onboarding and offboarding of staff, leading introduction days, conducting environmental education for new employees, participating in fairs, organizing activities for employees, and serving as HR support for our employees.

Reperio Search AB 2017-05 - 2019-03

Reacher & Recruitment consultant

Responsible for independently conducting and driving the entire recruitment process from start to end. This included establishing detailed requirement profiles based on the client's specific needs, advertising on relevant platforms, actively searching for suitable candidates, careful selection, conducting structured competence-based interviews, and reference taking.

Läraryouren & Pedagogpoolen 2016-04 - 2017-05

Substitute Teacher & Staffing Coordinator

The job involved coordinating and staffing substitute teachers for assignments at schools with ongoing follow-up via phone and email.

I primarily substituted at elementary and junior high schools in subjects such as science, mathematics, Swedish, and physical education.

Canva



Language

Swedish

English

Vietnamese



Volunteer work

2023-11- Ongoing

I volunteer by visiting the elderly in Stockholm, matching volunteers who are willing to visit and engage in conversations with them. Thereby, helping them feel less alone in their daily lives.