



FM

FIGRELLA MORETTO

PROFILE

Master degree in International Politics with a focus on sustainability and energy. Nine years of international project management experience and a natural understanding of intercultural communication. Five years of recruitment experience in different industries.

LANGUAGES

Spanish *****
German *****
Dutch ****
English ****
Italian ***

TRANSLATION PROJECTS

For the German Chamber of Commerce in Chile, 2015-2018
For FIA (Fundación para la Innovación Agraria), 2017

EXPERIENCE

FM International Communication & Solutions, Rotterdam, the Netherlands

2018

As a freelance professional, I support companies as a project/interim/consultancy recruiter.

- Employer branding
- ATS set up
- Talent acquisition/Sourcing
- Advice & coaching

Corporate Recruiter

SodaStream, Rijen, The Netherlands

August – November

- Covering temporal peak in HR department due to company grow
- Talent acquisition/Sourcing: In charge of 15 vacancies
- Advice & coaching to enhance employer branding and candidate experience

Corporate Recruiter

TLS – Bocasystems, The Netherlands

January 2018 – July 2018

As an Corporate Recruiter, I was in charge of improving processes and setting up efficient HR procedures in 7 countries:

- Talent Acquisition/ Employer Branding/Recruitment
- Efficiency improvement
- Project management
- Facilitating board to define a long term strategic plan

Achievements:

- Implemented a talent acquisition policy
- Recruited new staff members for different countries



FIGRELLA.MORETTO@GMAIL.COM



+31 (0) 641369491



WWW.LINKEDIN.COM/IN/
FIGRELLA-MORETTO-
0A441680



FM

FIGRELLA MORETTO

During business venues & trainings, 2002-2015

- Defined personal development plans with employees
- Improved efficiency of team performance

Program Manager Education

Natura Foundation, The Netherlands

April 2016 – December 2017

As a Program Manager, I set up and implemented a strategy for our education portfolio and managed HR and Marketing topics in 7 countries:

- Managing a team of 18 international freelance teachers.
- Making personal development plans based on competence profiles.
- Supervising curricular changes through on site visits.
- Recruiting new teachers.
- Designing curricula of new training courses.
- Coaching Customer Service co-workers

Achievements:

- Setting up a formal contractual base with all teachers.
- Redesigning customer satisfaction survey.
- Setting up a KPI dashboard.
- Making internal support documents.
- Organized international teacher trainings.
- Implementing new corporate identity to all teaching materials.

International Education and Planning Officer

Natura Foundation, The Netherlands

May 2013 -March 2016

In this role I was in charge of implementing the strategy in all countries and acted as a career advisor for continuous professional development:

- Planning and organization.
- Advising training participants.
- Managing traffic of training course materials.
- Organizing customer satisfaction surveys.
- Managing complaints.



FIGRELLA.MORETTO@GMAIL.COM



+ 31 (0) 641369491



WWW.LINKEDIN.COM/IN/FIGRELLA-MORETTO-0A441680



WIM LAGENDAALPAD 68
3056PJ ROTTERDAM

- Preparing exams and certification.

Achievements:

- Raise in engagement of customer satisfaction surveys from < 10 % to > 80 %.
- Increase efficiency in annual planning.

Project Manager Wind Energy

P & S Service GmbH, Germany

April 2011-March 2013

In this company I managed maintenance and service projects for wind parks in different countries. Furthermore, I was in charge of recruiting new technician and monitor their qualifications. Furthermore, I implemented a quality management system (ISO 9001:2008):

- Planning annual inspections throughout Europe.
- Setting up contracts with customers.
- Commercial activities as making quotations.
- Recruiting new technicians for international projects.

Achievements:

- Introduction of ISO 9001:2008 Quality Management System.
- Implementing a system to overview qualifications 'validity.
- Efficiency increasement in planning and staff engagement

Executive Assistant

Lipsia Fördertechnik, Germany

November 2009 – February 2011

In this company I was in charge of assisting the CEO, especially in terms of implementing the marketing strategy:



- Setting up e-mail campaigns.
- Planning of participation in trade shows.
- Creating new marketing material.
- Managing the website content.
- Assisting CEO with project management.

Achievements:

- Participated in Nurnberg Messe.
- Implemented new corporate identity.
- Successful realization of a project in Saudi-Arabia

Teacher for German Culture and Language

Universidad de los Andes, Venezuela

October 2008 – September 2009

In this university I was invited to teach German Language and Culture for 2 semesters:

- Teaching students of the Modern Language Studies
- Teaching students of the Music Conservatorium
- Teaching adults in evening courses

EDUCATION

Examined Translator & Interpreter German-Spanish

IHK Dortmund

2018

Master thesis “Sustainability in the Chilean Energy Policy”

Faculty of International Politics, University of Cologne, Germany

2008

Interdisciplinary Studies of Latin America

University of Cologne, Germany

2002 – 2006 Equivalent to Bachelor of Sciences





FM

FIGRELLA MORETTO

2006 – 2008 Equivalent to Master of Sciences

Certificate Quality Management ISO 9001:2008

TÜV Thüringen

2011

VOLUNTEERING

Integration work into Dutch society for Latin American immigrants

Nuestra Casa Rotterdam

2012-2014

Organization of neighbourhood participation events

Natuurspeeltuín Rotterdam Nieuw Terbregge

2017-2018



FIGRELLA.MORETTO@GMAIL.COM



+ 31 (0) 641369491



WWW.LINKEDIN.COM/IN/FIGRELLA-MORETTO-0A441680



WIM LAGENDAALPAD 68
3056PJ ROTTERDAM