

## Curriculum Vitae

### SANDRA DESIDERI

#### PERSONAL DATA

Date and place of birth 23/03/1982, San Benedetto del Tronto (AP) - Italy  
Residence Milan, Italy  
Nationality Italian  
Mobility Yes, driving license type B

#### CONTACTS

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*Over the last 10 years of my professional career I have developed a wide range of competencies in Human Resources Management. This included working overseas which gave me the opportunity to widen my perspectives and cultural understanding, as well as to improve my analytical and problem solving skills. I believe that it is people who make the difference and Human Resources is absolutely an integral part of that.*

#### WORK EXPERIENCE

##### ➤ ENGIE ITALY, Milan

###### ▪ Jan 2019 – today → **Processes and Procedures Manager**

Design of the company macro processes interacting with business functions, draw up and review of the company procedures in order to simplify and make processes more efficient.

###### ▪ Jul 2018 – Dec 2018 → **long term leave** travelling through the Far East, based in **Singapore**

I spent my time travelling, reading and training myself on local cultures and also on topics like Finance, Innovation and Effective Communication.

###### ▪ Mar 2017 – Jun 2018 → **HR Talent Acquisition Coordinator**

Management of Talent Acquisition & Employer Branding activities all around Italy: shaping and managing recruiting process, relations with institutions, projects with Universities and High Schools; managing internal mobility and employer branding activities; implementing specific tools and monitoring through KPIs.

###### ▪ Nov 2015 – Feb 2017 → **HR Business Partner Corporate Functions**

HR business partner for Corporate Functions of the recently integrated company – management of around 350 persons, management of the integration/transition process, realization of the HR standard processes (performance, training, compensation, development, etc.).

##### ➤ INDESIT COMPANY – Fabriano (ITALY)/Lodz (POLAND)/ Comerio (ITALY)

###### ▪ 2015 → **HR Manager, Legal, Strategic Planning & Communication**

HR business partner for both Indesit & Whirlpool human resources – management of the integration process

###### ▪ 2013 – 2015 → **HR Manager, Industrial Cooking Site**

HR management of two plants (cooking & hoods), around 1000 persons: responsible for the HR plant KPIs, responsible for human resources management, both administrative and managerial aspects, HR processes management (performance, training, salary review, *ad hoc* development path, etc.). Management of a team of 3 HR specialists.

###### ▪ 2011 – 2013 → **HR Training & Development Specialist**

Selection and training of the candidates for the start up of two new industrial plants in Poland: selection of skilled candidates, organization of an international training on productive processes and creation of the tools for the check of the learnt knowledge, management of retentions plans. In addition: participation to Job Fairs, contacts with Universities and professional schools for the selection of qualified staff, Employer Branding projects.

###### ▪ 2008 – 2011 → **HR Advisor, Corporate Functions**

HR business partner for Corporate Functions: Supply Chain, IT, Finance, Legal office, Communication office, HR. Human Resources management: selection, training, development and job rotations, performance and succession charts management, salary review, benefits and bonus management, retention. Management of 'special project', even international.

Other previous working experiences: coordinator for a group of foreign tourists visiting Italy; waitress to keep myself to University; part-time collaboration with University institutions (front office and support).

## CERTIFICATION

- *Finance for Non-Finance Professionals* – Rice University - [certificate](#)
- *Creativity & Innovation: Innovating to achieve desired service performance* – SMU Singapore Management University
- *Improving Communication Skills* – Pennsylvania University – [certificate](#)
- *Problem Solving* – Scuola di Palo Alto – Milan

## EDUCATION

- ✓ Sep 2008 – Dec 2009 - Università Federico II di Napoli in collaboration with Indesit Company and Italia Lavoro - Training course on: company organization and management, supply chain primary and secondary processes, business plan, project management
- ✓ 2005 – 2008 - Università degli studi di Bologna  
Faculty of Political Science – **Master Degree in International Relations**
- ✓ 2001 – 2005 - Università per Stranieri di Perugia  
Faculty of Italian language and culture, Bachelor Degree in International Communication
- ✓ 1996 – 2001 - Istituto tecnico commerciale “A. Capriotti”, San Benedetto del Tronto (AP)

## LANGUAGES

Italian -	mother tongue	English -	fluent
Polish -	excellent	French -	beginner

Got the **IPEC Certificate** (*International Professional English Certificate*) - level Excellent, issued by The British Chamber of Commerce for Italy.

## TECHNICAL SKILLS

Office (Word, Power Point, Excel – use of complex database, pivot table and formulas; Access - basic). Sharepoint. Basic knowledge of SAP HR. Typing course. Knowledge of performance & compensation management platforms like Lumesse, ADP Talentia, One HR.

## RELATIONAL COMPETENCIES AND SKILLS

Good relational skills developed since the childhood thanks to the presence of a Polish mother and to the frequent travels abroad, where the need to communicate forced me to find always different ways to succeed in the dialogue, especially when travelling alone.

Analytical skills developed during the work experience as a recruiter. The recruiting interview is a moment in which – in a very short time – you must gather the largest number of information you can, as to choose the best candidate.

Flexibility: travels, everyday contacts with persons of different cultures, the cohabitation with foreigners (during University period) gave me the possibility to develop great adaptability skills.

## INTERESTS

Contemporary and modern dance; arts; music (I got the 5<sup>th</sup> year degree in Clarinet); travels and international volunteering (Africa, Asia); manual bricolage works; sewing; wild herbs.

*I hereby authorize the use of my personal data in compliance with Italian Legislative Decree 196/03 and in accordance to the GDPR 679/16 - "European regulation on the protection of personal data".*

Sandra Desideri