



# LILIIA MATIISHYN

## Talent Acquisition / HR / Marketing

I have over 6 years of experience as a recruiter, where I have utilized my knowledge in sourcing, recruiting, and marketing to attract top candidates. I am naturally sociable and excel in building connections with others. I'm a team player who takes personal responsibility during critical moments. I thrive on challenges and consistently deliver on my promises.

### CONTACT



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[https://www.linkedin.com/in/liliia-](https://www.linkedin.com/in/liliia-matiishyn-11b076156/)

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Brno, Czech Republic

FREE ACCESS TO CZECH LABOR MARKET

### HARD SKILLS

- LinkedIn Searching Tools
- Canva
- Figma
- Oracle HR
- Taleo
- PCR (ATC)
- GTP Chat
- Microsoft Teams
- Outlook
- Microsoft Office
- Facebook Add
- Trello

Drive licence /B

#### Knowledge of languages:

English - Upper Intermediate  
Czech - Advanced  
Ukraine - Native

### COURSES & TRAININGS

#### LinkedIn Learning courses:

- Virtual Recruiting
- Communication Foundations
- Social Recruiting for Recruiters
- Course: Diversity Recruiting
- Diversity Recruiting
- Attracting, Hiring, and Working with Gen Z
- Interviewing Techniques
- Uncovering Unconscious Bias in Recruiting and Interviewing
- Talent Sourcing

### WORK EXPERIENCE

#### LUTECH RESOURCES /MCDERMOTT ENGINEERING AND CONSTRUCTION SOLUTIONS

Brno

#### Talent Acquisition Specialist

2021 - Present

- Collaborating with hiring managers
- Full-cycle corporate recruitment:
  - Active sourcing and attracting talents
  - Preselecting potential candidates
  - Conducting interviews
  - Processing hiring via HR systems
- Keeping abreast of new recruitment trends through LinkedIn Learning courses and external resources
- Handling internal and external recruitment
- Active participation in job fairs, and creating advertisement materials for online and offline activities.

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#### A PROSTIR RECRUITMENT AGENCY

Ivano-Frankivsk

#### HR Manager

September 2017 - November 2019

- Negotiating with clients
- Creating a pricing policy for the company
- Training and leading recruiters
- Standardization of the candidates' search system
- Searching for new tools/methods to complete the vacancies
- Preparing and conducting events to promote the company's brand
- Managing the critical cases

## External courses:

- "Father of brands" 40 hours course of marketing
- "GTP Chat" - webinar of Josef Kadlec
- "NOM" - 6 hours course about new marketing trends

## EDUCATION

VASYL STEFANYK  
PRECARPATHIAN NATIONAL  
UNIVERSITY

BACHELOR DEGREE IN  
GEOGRAPHY AND ECONOMY

## REFERENCES UPON REQUIREMENT

A PROSTIR  
RECRUITMENT AGENCY

Ivano-Frankivsk

### Recruiter

October 2016 - August 2017

- Communication with customers
- Filling vacancies of varying complexity and qualification levels
- Generate a steady flow of candidates through strategic placement of ads on paid and open resources
- Creating engaging and compelling job advertisements on social networks
- Conducting thorough and insightful interviews with candidates
- Strong sense of accountability and responsibility in managing recruitment processes.

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E-SHOP OF ELECTRONICS "BOMBA, IF.UA  
FAMILY BUSINESS

Ivano-Frankivsk

### Sales Manager

2011 - 2014

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ADIDAS UKRAINE

Ivano-Frankivsk

### Store Manager

2006 - 2008

ADIDAS UKRAINE

Ivano-Frankivsk

### Sales Person

salesperson

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