

Contact

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www.linkedin.com/in/elena-butuc-hr-69691a19 (LinkedIn)
elenabutuc.hr/magic_eng
(Company)

Top Skills

People Development
Employer Branding
Cross-functional Team Leadership

Languages

English (Limited Working)
Russian (Native or Bilingual)

Certifications

Certificate International Standarts
ISO 9001:2000 . Methodology of
Development Systems of the Quality
Management)

Elena Butuc HR

HR consultant | HR Director | Business trainer. Helped 10K people find their dream job. And 40+ companies to build effective HR flow. Founder of HR outsourcing agency.

Chişinău, Moldova

Summary

As a Senior Human Resources Consultant, I specialize in assisting start ups, small to mid-sized companies in navigating their people-related challenges and seizing opportunities.

My mission is clear: to aid business owners in talent management, alignment, and development, freeing them to focus on their core strengths. I offer tailored solutions encompassing recruitment, learning and development, performance management, succession planning, and organizational culture.

With over 16 years of experience spanning IT and non-IT sectors, I have a proven track record of collaborating with clients to implement HR strategies aligned with their organizational goals and values.

I work with clients in next forms:

Corporate training in-person & online
##1-1 session with HR/Team lead, Manager
##4-week Mentorship Programme for HRs and Recruiters
##A speaker for your event

Let me help you achieve your objectives and enhance your business outcomes through effective people management processes.

Experience

HR Magic

Director

January 2022 - Present (2 years 11 months)

Providing HR trainings and workshops for businesses in-person & online, hr consultancy on strategic hr and people management issues.

Salt Edge

4 years 3 months

Head of Human Resource Department

December 2020 - December 2021 (1 year 1 month)

HR Director

October 2017 - December 2020 (3 years 3 months)

MyNanny

Co Owner, Managing Director

October 2012 - August 2019 (6 years 11 months)

Moldavian recruiting agency specialized on nannies. Working on international level.

Responsible for building, developing and managing the agency

Unifun

HR Director

October 2015 - April 2017 (1 year 7 months)

Chisinau, Moldova

Responsible for all HR processes and office support · Led the establishment and development of the HR & Administrative Department () · Worked together with Management team on tactical and strategic levels

TOC Business Consulting

HR Consultant

June 2010 - August 2015 (5 years 3 months)

Development and implementation of HR procedures (recruiting, adaptation, training and evaluation, motivation, mentoring system). Worked on executive search projects and closed different positions and on implementation of HR procedures in companies - clients.

REMSYS

HR Director

January 2010 - July 2012 (2 years 7 months)

Moldavian IT Company providing technical support, infrastructure and server management.

Responsible for all HR processes and office support

JUSTAR (Security Company)

Human Resources Recruiting Manager

May 2007 - January 2010 (2 years 9 months)

Developed and implemented policies on adaptation of new employees ·

Organized and supervising external trainings. Organized and hold corporate events.

Education

Academy of Economic Studies of Moldova

Master's degree, Business and administration · (2008 - 2010)

The State University of Moldova

Bachelor's degree, Industrial and Organizational Psychology · (2004 - 2008)