ANDRÉS JIMÉNEZ

HUMAN RESOURCES | TALENT MANAGEMENT | RECRUITMENT & PEOPLE DEVELOPMENT

Preferred location: Valencia, Carabobo | Open to relocation | +58-422-416-8384
contact@andresjimenezhr.com | linkedin.com/in/jimenezqandres | https://www.andresjimenezhr.com/venezuela/

PROFESSIONAL SUMMARY

Psychologist and bilingual Human Resources professional with a career spanning nearly 15 years since 2011, in Venezuela and international organizations, supporting hiring in Canada, the United States and Latin America. Background in technical, corporate and operational talent acquisition; onboarding and orientation; employee training; internal communications; employee follow-up and process improvement. International recruiting experience is complemented by training in personnel administration and Venezuelan employment law.

CORE RECRUITING STRENGTHS

Full-cycle recruitment and selection | Talent Acquisition | High-volume hiring | Role intake and calibration | Interviews | Onboarding and orientation | Personnel documentation | Training and workshops | Internal communications | Employee experience | HR metrics | Venezuelan labour-law knowledge

PROFESSIONAL EXPERIENCE

Senior Technical Recruiter | Devlane Software Outsourcing
Jun 2022 - Jul 2025 | Remote, Uruguay

- Managed approximately 18-30 simultaneous requisitions for clients in Canada, the United States and Latin America, including Flipp, Grindr and Redfin.
- Led full-cycle recruitment for software, QA, DevOps, cloud, infrastructure, data, AI-related and product positions.
- Worked with hiring leaders to define requirements, coordinate interviews, assess candidates and maintain process follow-through.
- Prepared hiring and pipeline reports, supported recruiting peers and contributed to sourcing training and process improvements.
- Maintained consistent communication with distributed teams and candidates throughout successive hiring stages.

Technical Recruiter | Project-Based Contract | VanHack Tech Talent
Nov 2021 - May 2022 | Remote, Canada

- Supported high-volume backend engineering recruitment for Neo Financial and AI, robotics and software searches for Halodi Robotics.
- Conducted candidate sourcing and initial qualification against technical role requirements.
- Coordinated interviews, candidate communication and process follow-up with Canadian hiring teams.

Talent Acquisition Specialist | Tata Consultancy Services (TCS)
Mar 2017 - Nov 2021 | Uruguay

- Managed approximately 25-40 technical, professional and corporate open roles simultaneously in a multinational environment.
- Coordinated recruiting from role intake and sourcing to interviews, offers, onboarding and initial orientation.
- Partnered with managers and HR teams, prepared recruitment metrics and supported training and employee follow-up initiatives.
- Maintained visibility into open requisitions, candidate progress and concurrent recruitment activities.

HUMAN RESOURCES EXPERIENCE IN VENEZUELA

Human Resources Specialist | Blaho Consulting Group

May 2013 - May 2016 | Valencia, Venezuela

- Recruited administrative, operational and professional staff and coordinated onboarding documentation and orientation.
- Designed and facilitated workshops on communication, leadership, teamwork, conflict resolution and personal development.
- Contributed to the Empresas Polar RBI initiative, designing and facilitating approximately eight group sessions on orientation and development for young people.

Human Resources and Recruitment Analyst | Vocem Telecom

Oct 2011 - Nov 2012 | Valencia, Venezuela

- Supported high-volume recruitment for technical, operational, customer service and contact-centre roles.
- Coordinated candidate interviews and incoming-employee documentation.
- Supported initial orientation, training and employee integration activities.

EDUCATION

Postgraduate Program in Human Resources Management - Universidad ORT (2021)

Diploma in Human Resources Management - Universidad Jose Antonio Paez (2017)

Bachelor's Degree in Clinical Psychology - Universidad Arturo Michelena (2016)

CERTIFICATIONS

Venezuelan Labour Legislation - Centro Técnico Profesional Caracas (30 hours, Oct 2026)

Google Project Management Professional Certificate (2024)

Scrum Master - CertiProf (2020)

TOOLS AND REPORTING

LinkedIn Recruiter | Boolean search | Market mapping | ATS workflows | Excel | Google Workspace | Microsoft 365

LANGUAGES

Spanish: Native | English: Advanced professional proficiency