# 人力资源英文简历范文（年后原创版）

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*Sandy Bin 15/F,TOWARD ,BRIGHT CHINA,BUILDING1,BEIJING. OBJECTIVE To contribute managerial skills to a challenging posi...*

Sandy Bin 15/F,TOWARD ,BRIGHT CHINA,BUILDING1,BEIJING. OBJECTIVE To contribute managerial skills to a challenging position as a recruiter. SUMMARY OF QUALIFICATIONS Extensive public relations work,dealing with all levels of employment. Self-motivated;able to organize,analyze and meet operational deadlines. Respond well in high-pressure atmosphere. Capable of handing a spanersity of responsibilities simultaneously. EXPERIENCE NORMAN DEPARTMENT STORES,New London,CT Manager of Executive Recruitment,6/87-1/94 Oversaw college recruiting process,annual budget $75,000.Presented campus recruitment workshops;developed internship program.Hired/recruited support and merchandising staff.Organized senior executive involvement.Received award for overall achievement and outstanding performance in Human Resources,3/92. Department Manager,9/85-6/87 Merchandised childrens clothing and accessories.Analyzed/marketed $2 million inventory.Coordinated inventory control.Trained/developed staff of 15 sales associates in customer services skills and selling techniques.Achieved 20% sales increase over one year period.Chosen manager of the year for excellence in execution of responsibilities,1986. SEINFELDS Redding,CT Selling Supervisor Trainee,6/85-8/85 Coordinated merchandising and overall appearance of Mens Department.Evaluated sales data.Controlled inventory and placement of incoming merchandise.Executed price revisions. EDUCATION CONNECTICUT COLLEGE,New London,CT B.A.,Spanish Modified with Government Studies,May 1987 NOTICE Specific contributions display candidates achievements and problem-solving abilities. Specific dates of employment (month and year) are ideal for candidates with no gaps in work history.

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