

Leslie Ramírez Álvarez

Human Talent Development

30 August 1991
Guatemala

San Pedro la Laguna
07018, Sololá,
Guatemala

+502 33613520
lesliealvarezramirez5@gmail.com



Skills

Clinical psychologist with experience in organizational psychology, human resources strategic planning and management with a strong focus on promoting effectiveness and efficiency balanced with personal life.

Experience in planning, executing and evaluating human resources processes, personal development counseling, and promoting workshops on various topics related to personal well being for good job performance.

Fluent in 2 languages.

Professional Experience

Synaptica Project/ Human Talent Development

MAY 2020, PRESENT- SAN PEDRO LA LAGUNA
GUATEMALA

- Supporting the definition and development of organizational philosophy and general structure.
- Supporting the creation of policies and processes for the human talent area.

Vision Guatemala/ Human Talent Development

JANUARY 2016- MARCH 2016

FEBRUARY 2017-JULY 2017

SAN PEDRO LA LAGUNA-GUATEMALA

- Support in strategic planning of the human talent area
- Recruitment and selection, definition of the policy and protocol, executing the entire process.
- Training and development, induction and incorporation of new staff. Identify training needs.
- Employee and labor relations

- Vision Guatemala/ Coordinator of children and youth program
 MARCH 2015- SEPTEMBER 2015
 JANUARY 2016-MARCH 2016
 SAN PEDRO LA LAGUNA-GUATEMALA

Education

Degree in Clinical Psychology

RAFAEL LANDIVAR UNIVERSITY, GUATEMALA CITY, GUATEMALA
 JANUARY 2009 - FEBRUARY 2014

• Principal subjects:

Psychological intervention, psychotherapy training, psychological interview, experimental, qualitative and descriptive research, human development, program and project design.

Final dissertation: *“Meaning of life in Guatemala Red Cross volunteers”*

Internships and Volunteering

HIV prevention, Red Cross Guatemala

JANUARY 2014 - JULY 2014, GUATEMALA, GUATEMALA

• Testing process

• Provide educational and supportive interventions

Psychological intervention, children and adolescent court of the Guatemalan metropolitan area

JANUARY 2014- JULY 2014 GUATEMALA CITY
 GUATEMALA

• Diagnosis and treatment of behavioral and emotional problems in individuals as part of the court legal procedure.

• Psychological support to families involved in child custody.

• Psychological support to youth involved in gangs (maras)

• Educational workshops for parents to reduce physical and verbal abuse

Languages

Mother tongue: Spanish

Others languages:

English

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	B2	B2	B1	B1

Levels: A1/A2: Basic - B1/B2: Intermediate - C1/C2: Advanced
European Common Frame of Reference for Languages

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Digital skills

Information processing	Communication	Content creation	Safety	Problem Solving
Proficient User	Proficient user	Basic User	Independent User	Independent User

Levels: Basic user – Independent user – Proficient user

Digital competences – Self-assessment grid

- Intermediate command of the Office suit: Word, Excel, PowerPoint.
- Good command of project management tools (Drive, Toggle).
- Basic command of Salesforce platform.

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Other skills

- 200 hours yoga Instructor Certificate
- Massagist
- Astrological Mayan knowledge (basic)
- Participate in alternative therapies workshops

References available on request

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