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Split

## Igor Perić

### Short bio

A highly motivated and results-driven HR specialist with over 5 year of experience in various HR functions, including recruitment, performance management, employee relations and compliance. Skilled in deploying and implementing HR policies and procedures that align with the company's strategic goals and objectives. A proven track record of effectively managing complex HR projects and initiatives.

## Work experience

### HR Specialist

Sep 2018 - Present

**IT d.o.o.**  
Split

- Responsible for end-to-end recruitment process, including job postings, candidate screening, interviewing, and onboarding new hires.
- Implemented an effective performance management system that aligned individual and team goals with the company's overall objectives, resulting in 20% increase in productivity.
- Developed and implemented HR policies and procedures, ensuring compliance with local labour laws and regulations.
- Managed employee relations issues, including conflicts, grievances, and disciplinary actions.
- Conducted training and development programs to enhance employee skills and knowledge.

### HR Generalist

Jan 2017 - Sep 2018

**Startup d.o.o.**  
Split

- Provided support to various HR functions, including recruitment, employee relations, performance management, and compliance.
- Coordinated and facilitated onboarding and orientation programs for new hires.
- Assisted in the development and implementation of HR policies and procedures.
- Maintained accurate employee records and data using HRIS systems.
- Conducted research and analysis on HR-related topics to support decision-making processes.

## Education

### Master Degree in Economics

Oct 2011 - Sep 2016

**University of Zagreb**  
Zagreb

## Skills

Interpersonal skills	● ● ● ● ●
Communications	● ● ● ● ●
Training	● ● ● ● ●
Compliance	● ● ● ● ●
HR policies	● ● ● ● ●
Employee relations	● ● ● ● ●
Recruitment	● ● ● ● ●
Performance management	● ● ● ● ●

## Course

**Employee Relations and Conflict Resolution Course**

May 2022 - Jun 2022

**Workplace Diversity and Inclusion Course**

Mar 2019 - Apr 2019

**Recruitment and Selection Strategies Course**

Mar 2018 - Apr 2018

## Languages

Croatian	● ● ● ● ●
English	● ● ● ● ●
German	● ● ● ● ●