

CAROLINE PRAET

FREELANCE HR LEADER

PROFESSIONAL SKILLS

People Management & Coaching

- Managed an international team of HR managers and a team of Senior Recruiters.

Recruitment & Onboarding

- Recruitment of blue and white collar workers.
- Enable the fast growth of a start-up company (200 hires per year) by co-defining the recruitment strategy, leading a team of 2 senior recruiters.

Learning & Development

- Train & coach people managers on various leadership skills.
- Set up an individual development plan process which increased the KPI with 18%.
- Build a career framework which defined the competencies and the career steps per role

Talent Management

- Set up and manage the talent management process from A to Z: design the process, set up the tools, train people managers, manage the process, calibrate the results and follow up on the outcome.

Performance Management

- Successfully launched a pilot to move away from a formal bi-annual performance review cycle to continuous 360° reviews

Recognition Culture

- Set-up a global recognition program and train all people managers on giving meaningful recognition.

Mergers & Acquisition

- Provided full HR support during the process of acquisitions (in France and New Zealand) : from writing due diligence to on-site training and onboarding of new employees.

Reorganisations

- Guided multiple company wide and department specific reorganisations across multiple countries.

Organisational Development & Workforce Planning

International labor law & Working with works councils

- Provided full HR support to teams in Belgium, Netherlands, France, Germany and US.
- Worked with works councils in different locations (BE, NL, FR) and in different environments (blue and white collar workers).

These skills were built during my work

@Volvo Europa Truck, Newell Rubbermaid, TomTom and Showpad.

PERSONAL SKILLS

Strong focus on people & business

Good analytical skills

Hands-on mentality

Open minded

Creative thinker

Strong empathy

High integrity

Effective communicator

Easily build trust

Excellent listener

Team player

Adapts well to change



PROFILE

I am an HR Leader with more than 18 years of experience in various HR domains, looking for freelance positions as HR Manager, HR Business Partner or HR Project Manager.

I'm focusing on (start-up) companies in the Tech scene or SaaS business.

LANGUAGES

Dutch : Native

English : Fluent

France : Good

MORE INFO & REFERENCES

www.hrgroove.be

<https://www.linkedin.com/in/caroline-praet-7041a48/>

CONTACT

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VAT nr.

WORK EXPERIENCE

SR HR BUSINESS PARTNER

Showpad NV (SaaS business) | Nov 2017 - April 2020

- Partnering with business leaders in a fast growing organization, spread over different locations in Belgium, France, Netherlands, UK and Germany. Lead the implementation of the HR strategy & Processes. Provide leadership coaching and drive HR functional excellence.
- Managing a small team of talent acquisition specialists.
- Lead HR Projects such as setting up a career framework, D&I, talent management.

HR BUSINESS PARTNER - HR PROJECT MANAGER

TomTom NV (Technology industry) | Jul 2015 - Okt 2017

- In my role as HR Business Partner, I supported the TomTom Shared Service Units and the Corporate organization. Being the business partner for senior management in these units, I played a key role in setting the strategic HR agenda for the business to facilitate growth, utilizing organizational knowledge, strong business acumen and a wide HR expertise.
- Main accountabilities: Drive strategic workforce planning (capability assessment, succession planning etc.), advise on organizational design, provide executive decision support and coaching on conflicts and challenges, drive people management to become more competitive (e.g. talent management, leadership development, etc.), lead strategic programs (e.g. organizational change programs), identify HR best practices and best fit solutions.
- In my role as HR project manager, I worked on projects such as World Class Leadership Program, New Performance Management Process, Global Grading,...

HR COACHING & SUPPORT TEAM MANAGER

TomTom NV (Technology industry) | Apr 2015 - Mar 2016

- Managing a part of the Coaching & Support team (6 people) that advises more than 700 managers over more than 37 countries on best people management practices.

HR COACHING & SUPPORT SPECIALIST

TomTom NV (Technology industry) | Mar 2013 - Mar 2015

- Senior member of the Coaching & Support team : Provide coaching and support to all managers in Belgium and France on best people management practices and local legislation.
- Member of the local works council in Belgium and France.
- Drive local initiatives to increase engagement.
- Participate in multiple global HR projects: Acquisitions in New Zealand and France (prepare due diligence + integration), set up a global recognition program, ...

HR OFFICER

Andres NV (Fashion industry) | Sep 2011 - Mar 2013

- Being the SPOC for all employees
- Offering HR support from A to Z (payroll, recruitment, training,...)
- Setting up a time registration system for all shops

HR GENERALIST

Newell Brands (Consumer Goods) | Feb 2006 - Aug 2011

- Providing support in functional areas of human resources including recruitment, employee and labor relations, job evaluations, compensation management, organisation development, training and HR projects.
- Assisting in the development and implementation of human resources policies and procedures
- Back-up of HR Manager
- Team leader of safety Work Group Incentives and trainings
- Member of the Safety Committee

HR ASSISTANT

Volvo Europa Truck NV (Automotive) | Sep 2002 - Aug 2005

- Being the SPOC for blue collar workers
- Offering HR support from A to Z

EDUCATION

MASTER COMMERCIAL SCIENCES - MAJOR IN STRATEGIC MANAGEMENT

Hogeschool Ghent | 1997 - 2002