

Curriculum Vitae Europass



Personal Information

Surname / Name **SCIANDRONE Matteo**
Nationality Italian
Day of birth 15th June 1993
Gender Male

Professional experience

Date May 2023 – ongoing
Position **HR || Talent Acquisition Specialist**
Employer CMCC Foundation - Centro Euro Mediterraneo sui Cambiamenti Climatici - Lecce (LE)

February 2021 – May 2023
Senior Project Manager - Recruiter || HR Generalist
AHK Italien – Milan (Italy)

- Recruiting (offers, acquisition and interface with new clients, invoicing and follow-ups, search and selection of junior/middle and senior management profiles)
- Management and implementation of recruiting platforms (In-recruiting: Applicant Tracking System by Zucchetti)
- Coordination with HR department, remuneration policies and HR consulting activities
- Duales Studium project support
- Coordination and delivery of external and internal training, Training contents and plans creation

October 2018 – February 2021
Project Manager - Trainer || Export Specialist
AHK Italien – Milan (Italy)

- Management of individual projects to enter the Italian and German market:
- Identification and analysis of the ideal target (search for business partners and potential customers, definition of market entry strategy, targeted search for agents/distributors/customers/lead generations, market analysis and reporting, as well as support for negotiation on site and Back-Office);
 - Organization of business meetings with foreign counterparts, trade fairs, events, conferences, B2B meetings and collective stands;
 - Management of collective projects (participation in international trade fairs and business-matching and dual training projects/on borders)

October 2016 – October 2018
Area Manager || HR Area DACH
Aldi Süd – Verona (Italy)

- **Italy:** (October 2017 - October 2018): Project: Training, HR, Recruiting.
- **Germany:** (May 2017 - October 2017): Project: Management of a workforce in terms of recruitment and training, with a focus on the training of Italian staff.
- **Austria:** (October 2016 - May 2017):
 - Commercial and economic management of several shops;
 - Management of staff in terms of recruitment and training;
 - Point of connection between the headquarter and the shops;
 - Control of the required quality standards and definition of the expected business;

May 2015 - October 2015
Concierge e Doorman, First welcome to guests
Mandarin Oriental – Milan (Italy)

September 2014 – October 2015
Italian, english and german teacher
University of Cardiff (UK) and Istituto Erasmo da Rotterdam (Italy)

Education & Training

Date
Title
University
November 2015 – December 2016
Master in “German for the international economics communication” (Deutsch für die Internationale Wirtschaftskommunikation)
Università Cattolica del Sacro Cuore – Milan (Italy)

October 2012 – July 2015
Bachelor in Foreign Languages and Literatures
German and English with two Erasmus grants (UK and DK)
University of Milan (Italy)
103/110 – Thesis: “Interaction and speaking tasks in a foreign language: a project work experience” with teaching placements in Italy and abroad (UK)

Additional Certifications:

- Recruiting (University of Naples)
- Introduction to the study of Human Sciences (University of Frankfurt)
- Human resources: organisational behaviour (University of Naples)
- Company tutor training (Dual.Concept!)
- Project management (EY)
- General and specific training (IFOA)
- Basic Excel and MS skills (AHK)

Personal skills and competences

Native Language
Other Languages
Italian
German (C1)
English (C1)

Teamwork: acquired from high-stress multicultural and professional contexts, as well as from volunteering experiences at Expo, Caritas, First Aid, retirement home, summer camps for children and young people and from training

Organisation: Excellent organisation of time and tasks, derived from organising sales outlets in German-speaking countries and training staff

Hobbies: Theatre, dance, sport such as swimming and riding

Failures:

"I am a canary breeder":

One of the failures was the first brood, which resulted in the birth of a sick chick. Unfortunately, enthusiasm played tricks on me. Passion is not enough - you need method, study and experience.

"I'm not a business traveller":

Among the motivations that led me to leave ALDI was definitely the amount of 'business travels', far more than a normal office job. I accepted for the challenge, for the position, but a "stomach ache" indicated to me that it would not be for me. I treasured it - 'stomach aches' are my compass!