

Hello! I'm

Olena Gubankova

Associate Director of Human Resources



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WORK EXPERIENCE

Associate Director of Human Resources Awem Games

12/2019 – Present

Reporting to Chief Operation Officer (COO)

Responsibilities:

- Transforming business goals into HR action items
- Driving corporate values within the company's initiatives
- Investigation and promotion of Employee Value Proposition (EVP)
- Drawing up and aligning HR Budget with business needs
- Maintaining assessment and feedback (Assessment 360, DISC, etc.)
- Ensuring HR members address employees' requests and issues

Remote

HR Lead Awem Games

04/2018 – 12/2019

Reporting to Chief Operation Officer (COO)

Responsibilities:

- Setting objectives for the HR team and tracking progress
- Deployment of HRIS (Human Resource Information System)
- Designing company HR policies (onboarding, offboarding, leave management, referral programs, learning and development, recruitment, etc)
- Building transparent Total rewards initiative
- Masterminding events and teambuilding activities

Remote

Senior HR Specialist GlobalLogic

12/2014 – 04/2018

Responsibilities:

- Coordination of cross-functional projects (PR, People Dev, Finance, Delivery)
- Localization of Global Initiatives in UA Location
- HR policies and processes improvement
- Leading Engineering Team for HR processes enhancement and automatization

Kyiv, Ukraine

Junior HR Specialist GlobalLogic

10/2012 – 12/2014

Responsibilities:

- Coordination of documents flow and payroll at HR department
- Assistance in event management (trainings, conferences, teambuildings)
- Working with internal databases (Oracle, I-recruitment, GLO, etc.)
- Support of HR and other staff with all necessary services

Kyiv, Ukraine

Project Manager NGO "Centre for CSR Development"

06/2010 – 07/2012

Responsibilities:

- Implementation and coordination of CSR Supporting projects
- Managing content of organization's sites (WordPress, Joostina, WebGOLD) and social media

Kyiv, Ukraine

SKILLS

Goal orientation

Digitalization and Process Design

Project Management

Analytical Thinking

Business Acumen

Global Awareness

CERTIFICATES AND AWARDS



Senior Certified Professional (SHRM-SCP)
(07/2019 – 12/2022)

Credential ID SHRMAPP107319

1st place for "HR from Zero to Hero" project
(10/2019)

International contest by Talents in Games

VOLUNTEER EXPERIENCE

Assistant Coordinator Verkhovna Rada of Ukraine

2009 – 2011

Tasks:

- Organization of meetings of the participants with politicians and famous people of Ukraine
- Analysis of qualitative and quantitative indicators, data visualization, tables and graphs creation
- Surveys execution for needs of the Head of the Secretariat of the Parliament of Ukraine

EDUCATION

Taras Shevchenko National University of Kyiv

2007 – 2013

Diploma with Honours

- Master's Degree in Insurance and Risk Management
- Bachelor's Degree in Law
- Bachelor's Degree in Finance