



# PAULO ALMEIDA

## SENIOR TALENT AND BUSINESS MANAGER

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🌐 pralmeida.com

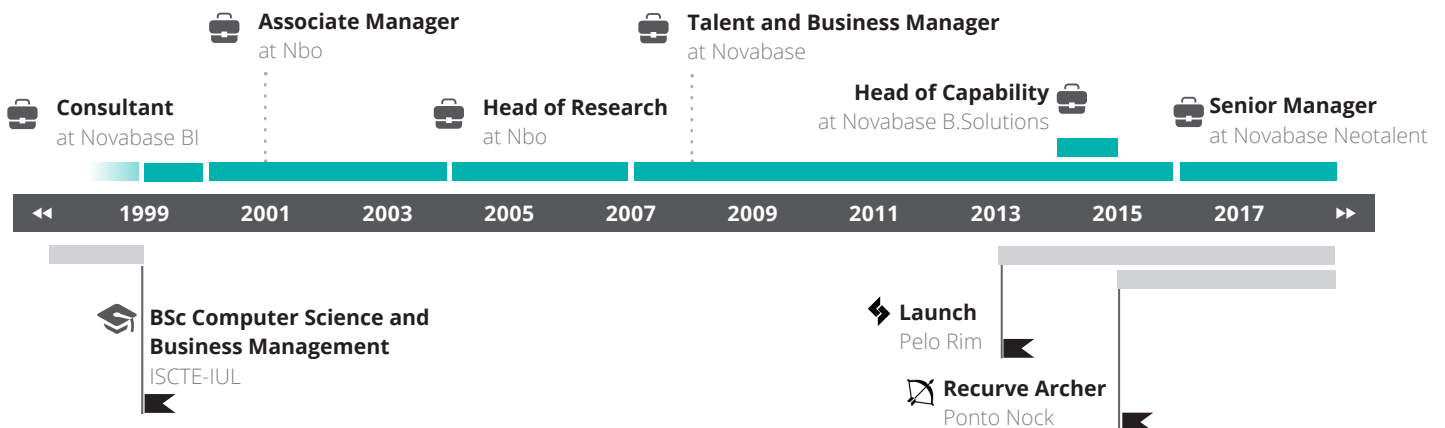
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🏠 Lisbon, Portugal

*My computer science and business management background pushed me into business related professional areas that then led me into Talent Management. This allowed me to discover that my professional purpose lives in the crossroad of technology, talent and business. Over the last years I've been learning, developing projects and sharing knowledge in talent acquisition, talent development, HR tech, staffing solutions and innovation.*

*I'm a talent and business manager and head of tools and innovation. I'm also a recurve bow archer, co-founder of Pelo Rim, a fan of puzzles, Star Wars, Lego and a dog owner.*

### TIMELINE



### WORK EXPERIENCE

Since 2016

📍 Lisbon, Portugal

#### Senior Talent and Business Manager / Novabase Neotalent

As senior talent and business manager, I oversee the recruitment team, look after business tools, platforms and frameworks, actively contribute to candidate experience and employer branding threads, advise executive board regarding future staffing business models, and lead transformation streams such as ATS/ CRM upgrade, sourcer/recruiter split desk, GDPR and junior manager induction.

2014 - 2015

📍 Lisbon, Portugal

#### Head of Capability / Novabase Business Solutions

Led the creation of the corporate thread focused on human capital supply chain management. Working closely with business, our mission was assuring staffing responsiveness to projects, including staffing forecast, interface with recruitment team and staffing firms, maintaining employee professional and training records.

2007 - 2015

📍 Lisbon, Portugal

#### Talent & Business Manager / Novabase

Handed over the recruitment team and set up the corporate recruitment team that engages with business, identifies staffing and development needs, briefs recruitment team and manages all talent acquisition and management cycle. Established the foundations for the young graduate program, became the QMS staffing process owner and led LinkedIn adoption.

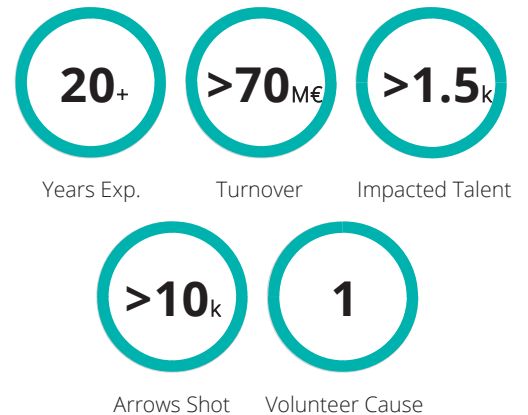
2004 - 2006

📍 Lisbon, Portugal

#### Head of Research / Nbo

As the recruitment role span off from business units, I took charge of the newly created recruitment team. We were responsible for talent acquisition, candidate relationship management and fulfilling the ever growing staffing needs of a tech company. During this period, I also led the "First ATS" project that concluded with the selection and deployment of our new corporate ATS / CRM.

### KEY FIGURES



### EXPERTISE

Recruitment, Candidate Sourcing, Interviewing, Social Recruitment, Employer Branding, Business Development, Business Planning, Mentoring, Career Management, Resume Enhancement, Talent Development, Staffing, ATS / CRM, Finance, HR Tech, IT, Quality Management, R&D, Business & Process Design, Profiling, Innovation

## WORK EXPERIENCE (CONT.)

2000 - 2004

📍 Lisbon, Portugal

### Associate Talent & Business Manager / Nbo

Pivoted my career to IT staffing management. The 360 role scope covered full recruitment, talent management and business development cycles, including cold calling, job posting, candidate sourcing, screening, assessment, interview and selection, account management, business acquisition, budget planning, P&L management, forecasting, talent development, on-boarding, retention, performance review, salary and compensation, people issues and relations. Focus on Manufacturing & Services, Financial Services and Telecom sectors.

1999 - 2000

📍 Lisbon, Portugal

### Consultant / Novabase Business Intelligence

My first steps as a consultant were in Analytics in Telecom and Government. Learned about data warehouse modeling, ETL and reporting. Got my hands on Oracle databases, Business Objects, Micro Strategy, TOAD and PL/SQL.

1998 - 1999

📍 Lisbon, Portugal

### Software Developer & Researcher / ISTAR (former ADETTI)

Joined the Portuguese team of project MODEST (Multimedia Object Descriptors Extraction from Surveillance Tapes) to help define and develop a framework to analyze video sequences and extract high-level semantic scene interpretation.

1997 - 1998

📍 Lisbon, Portugal

### Teaching Assistant / ISCTE - Instituto Universitário de Lisboa

I was invited to be a teaching assistant on the entry level IT course lectured to the non-IT degrees at the Department of Information Science and Technology. I supported department activities, my colleagues and lectured classes.

1995 - 1997

📍 Lisbon, Portugal

### IT Support and Webmaster / ISCTE - Instituto Universitário de Lisboa

In my early college degree years, I worked at the IT Department. Maintained and did a full revamp of the university's website, managed classroom equipment, scheduling and department's system infrastructure. I was also part of the front-end tech support for both students and teachers using department facilities.

## EDUCATION

1994 - 1999

📍 Lisbon, Portugal

### BSc Computer Science and Business Management 17/20

ISCTE - Instituto Universitário de Lisboa

*Main Subjects:* Software Engineering, Databases, Analysis, Data Modeling, Management, Economy, Finance, Tax, Accounting, Human Resources, Strategy, Operations, Mathematics

*Member of:* Tuna Académica ISCTE, IT Department, Department of Information Science and Technology, Information Sciences and Technologies and Architecture Research Center (ISTAR, former ADETTI)

## TRAINING

### Independent Coursework

LinkedIn, Bullhorn ATS/CRM, cBizOne, Conflict Management, Business Design, Design Thinking, Leadership, Negotiation, Presentation Skills, Meeting Skills, Team Management, Team Motivation, Time Management.

Archery Judge Certification by the Portuguese Archery Federation

## LANGUAGES



Portuguese

English

Spanish

## HONORS



### TOP STUDENT

**Computer Science and Business Management**  
1997

## VOLUNTEER WORK



### Co-Founder - Pelo Rim

pelorim.pt

I'm a kidney disease advocate and the co-founder of Pelo Rim, a nonprofit project devoted to prevent and inform about kidney disease. Our mission is to grow a living community of patients, their families, healthcare professionals and society around the kidney cause. I manage the website and all social media channels and engagement.

## B SIDE



Recurve Bow Archer (18 and 70 meters) at Ponto Nock Archery Club, affiliated to Portuguese Archery Federation (FPTA)



I like Lego, Puzzles, Airplanes, Astronomy, Technology, Science, Personal Finance, Entrepreneurship, Dogs and Star Wars.

## SOCIAL MEDIA



[linkedin.com/in/pralmeida](https://linkedin.com/in/pralmeida)



[twitter.com/stripes76](https://twitter.com/stripes76)



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