

VUSAL NURIYEV

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MSc HRM, Associate CIPD, HRCI Workforce Analytics

Highly motivated, dedicated HR professional with business and analytical mindset and more than 8 years progressive experience in HRM, particularly performance management, effectiveness management, HR analytics & reporting.

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EXPERT AREAS

Performance management | Effectiveness management | KPI system | Competency management | Succession planning | Talent management | HR operations | HR analytics | Data visualisation & reporting

EDUCATION

2016 – 2017

MSc Human Resource Management and Training, University of Leicester

Relevant modules include: Managing Human Resources in Business Context, Employee Development and Workplace Learning.

2016-2017

CIPD (Chartered Institute of Personnel and Development) Level 7, Leicester, UK

Sessions taken during my master study: Implementing Improvements in Organisational Performance, Management reporting, HR Costing.

2008 – 2013

BSc Business Management, "Qafqaz" University, Baku Azerbaijan

Relevant Modules: HRM, Business Principles, Micro/Macroeconomics, Finance and Accounting, Financial Management, Marketing, Production Management, Statistics, Organisational Management, Management Psychology.

RELEVANT WORK EXPERIENCE

September 2023 – Present *Khazar University, Baku Azerbaijan, Lecturer*

- Giving lectures on Human Resource Management Module

October 2021 – Present *SOCAR, Head Office, Baku Azerbaijan, Deputy Head of Career plan. & emp. relations*

- Developing policies & procedures as a key member of CoE to apply contemporary HR functions at SOCAR;
- Leading KPI & effectiveness management, succession and HiPo management processes, responsible for identification and development of successors and HiPos.
- Leading HR analytics team which is responsible for collecting, analysing and reporting HR data from all 23 units of SOCAR;

December 2020 – October 2021 *SOCAR, "Azneft" PU, Baku Azerbaijan, Deputy Head of HRD, HR operations*

- Responsible for the Unit's core HR operations such as competency management, KPI system & effectiveness management, transfers/movements;
- Lead the process of competency assessment and preparation of personal development plans;
- Achieved smooth implementation of staff optimization where 8% of staff reduction was inevitable;

September 2020 – December 2020 *SOCAR, "Azneft" PU, Baku Azerbaijan, Deputy Head of HRD, HR analytics*

- Reporting to Head of HR department, managing director and SOCAR Head office on HR processes including competency management, KPIs, demographic data, employee transfers etc.;
- Collaborating with business leaders, as well as other HR colleagues from T&D, HR BPs, HR admins to make sure that all data timely collected, analysed and presented to relevant parties efficiently;
- Leading HR analytics team with four direct reports.

October 2017 – September 2019 ***SOCAR, Head Office, Baku Azerbaijan, HR Leading Specialist***

- Developing HR policies & procedures for career management and employee relations division;
- Implementation of automated PMS, performance appraisal and succession planning;
- Preparing easy-to read reports for management, leading data analytics team.

May 2015 – September 2016 ***SOCAR, Head Office, Baku Azerbaijan, HR Specialist***

- Coordinated a team in relation to a task of organising quarterly appraisal (grade) meetings;
- Delivered monthly, quarterly and yearly reports on workforce changes;
- Supported implementing HR transformation project .

September 2012 – May 2015 ***“AzTexnika Ltd”, Baku Azerbaijan, HR Specialist***

- Supervised recruitment process being responsible for job postings, processing applications, arranging interviews to make sure that all vacant places are filled on right time with right people;
- Solved issues related to relocation of expat employees by arranging and implementing all communications with migration authorities;
- Implemented all post-employment processes of new people such as contract management, induction, following probation period.

May 2012 – September 2015 ***“AzTexnika Ltd”, Baku Azerbaijan, HR Intern***

- Created & updated database for vacant positions and recorded all incoming applications in relevant folders;
- Supported recruitment process in initial stages such as screening CVs, calling suitable candidates;
- Sorted and categorized all employee files in such a way that they are easy to find and identify.

ADDITIONAL WORK EXPERIENCE

July 2011 – August 2011 ***Taha Group / LC Waikiki, Istanbul Turkey, Intern in CR Department***

- Observed how orders from corporate customers are received and placed within the department;
- Involved in preparation of commercial catalogues for new products.

CERTIFICATES

- Becoming effective leader online at Harvardx (completed) / 2022;
- Data Science: Inference and modelling online at Harvardx / (completed) March 2022;
- Data Science: Probability online at Harvardx (completed) / 2021;
- Data science: Visualisation, online at Harvardx (completed) /2020;
- Data science: R Basics, online at Harvardx (completed) / 2020;
- Workforce Analytics, at HRCI / 2020;
- Setting good KPIs, Azerbaijan / 2018;
- Effectiveness management, Azerbaijan / 2018;
- Business Process Expert, Azerbaijan / 2018;
- General Management trainings for HR Professionals, Germany / 2016
- HRM master class with interesting discussion on recruitment process, Azerbaijan / 2014;
- Completed Entrepreneurship Development Programmes by Qafqaz University / 2012-2013;
- Participant of 1st Business Case Competition held at Qafqaz University / 2012;
- “Greater Baku” project by World Bank, research in hotel industry, Baku / 2012;
- Award of “Flagman” of Azerbaijan education thanks to scoring 605/700 entrance exam / 2008.

IT SKILLS

Microsoft Office Package especially good command of Ms Excel, SAP HR, R programming (starter).

LANGUAGES

- Azerbaijani (Mother Tongue)
- English (Fluent)
- Turkish (Fluent)
- Russian (Beginner)