

AUDREY JOY HOLLEVOET

Freelance HR Professional
Regio Kust / West-Vlaanderen



CONTACT

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EDUCATION

- Opzetten van een Loonbeleid
Effectis (dagworkshop)
- Human Design
SCHOOL OF HD 2025
- Payroll and Social Law
SYNTRA WEST 2012
- Bachelor Social Cultural Work
HOWEST 2007

SKILLS

- Microsoft Office
- eBlox Payroll, eBlox HR
- MyLiantis, Acerta Connect
- SAP
- ProTime, GPS

ABOUT

- Positive hands-on attitude
- Natural, acting with integrity
- Responsible, accurate
- Open communication

PAYROLL /HR EXPERIENCES

FREELANCE

- **HR verantwoordelijke**
BlueAlp Oostende Recycling
08/2025 - current position
- **HR partner : acquisition and company closure**
LTS Belgium
09/2025 - 10/2025
- **Payroll support - Pollet Group NV**
05/2025 - 08/2025

SD WORX

- **Consultant Process and Projects Management**
09/2021 - 01/2025
 - analyzing payroll processes
 - optimization projects
 - customized trainings of SD Worx systems
 - coördinating and implementation BPO start up projects
- **Payroll Advisor Advanced Outsourcing**
01/2017 - 08/2021
 - onsite employee in outsourcing team Large Enterprises
 - daily payroll, social legislation and expert processes
 - in context of temporary replacements
 - coaching new colleagues

TRAVEL BREAK

09/2016 - 12/2016

OTHER COMPANIES

- **Payroll Officer at TUI**
03/2012 - 07/2016
 - all payroll calculations
 - payroll legislation, monthly calculations
 - expert processes : vacation & bonus calculations
 - payroll administration for 650 employees
 - trainings to new employees and managers about HR related topics.
- **Medewerker Personeelsbeheer at**
De Lijn West-Vlaanderen
06/2010 - 02/2012
- **Consultant at The House of HR**
05/2009 - 05/2010