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## Rabiya Dar

**Dipl.-Kffr. (Business Administration)**  
**HR Manager**

### Team

[Administration](#)  
[Human Resources Team](#)

Rabiya Dar supports the Human Resources Team at Ecologic Institute as an HR Manager. She is responsible for managing new staff entrances, creating of supplementary material to contracts, organizing internal training courses and the annual performance reviews. She provides support in operative administration. Rabiya Dar works in German and English. Her mother tongue is Urdu.

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Before she started working at Ecologic Institute, Rabiya Dar worked as a personnel consultant for a leading personal service provider. Her focus included customer building, customer service, leading job interviews and the supervision of employees. Prior to that, she worked as an intern in the Human Resources Team of a plastic processing company. During her studies Rabiya Dar worked as a working student in a law firm and as a tutor.

In 2012 Rabiya Dar completed her studies in business administration at the Technische Universität Berlin (Germany) with focuses on accounting and business tax.

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