

## Contact

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## Top Skills

HR Consulting

Coaching

Human Resources

## Languages

English

Dutch

## Certifications

Insights Discovery® Accreditation

# Eva Coljee

Expat Coaching | Outplacement Coaching | Leadership Coaching:  
supporting you in transition

City of Johannesburg

## Summary

★Assisting you with transitions and navigating your way forward★

What is my coaching business about? Coaching is a journey to find your strengths, discover your potential and to use these to overcome challenges and develop yourself. As a coach I assist you in your growth journey as a person, as an expatriate and as a leader. We will co-create, as you already have the answers: together we unlock those.

MY SERVICES: Expatriate Coaching | Outplacement Coaching | Leadership Coaching

- ▶ Expat Coaching: Being an expat partner myself I aim to empower expat partners to find their purpose for their time abroad. How do you feel in these difficult times not being in your home country? I understand this can be challenging and uncertain. It raises a lot of questions, uncertainty and a need for (digital) connection. My coaching program supports you to get through these times with more focus and to support you on other goals you might have set for yourself being abroad.
- ▶ Outplacement Coaching: As HR professional I have seen many sides of recruitment, hiring and ending employment contracts. My coaching supports your transition: through retrenchment/end of employment for various reasons, and supports you while finding your new way forward and preparing for a new job.
- ▶ Leadership Coaching: Being an experienced HR professional and coach I support managers developing their leadership skills. In these times there is a need for different leadership skills. We don't know what the 'new normal' will be, so leaders need to prepare themselves for this undefined future. You can think of the following needs for my leadership coaching 'managing people remotely', 'manage change

and transition', 'building trust and connection' or any other leadership challenge/need you are experiencing at the moment.

My way of working is to:

- Listen to you
- Ask challenging questions and set goals
- Discuss your reality, agree on actions, assist you to complete actions and reach goals

Throughout the coaching you will:

- Gain new insights about yourself
- Be able to deal positively with change
- Transition with more focus and feel stronger
- Have developed yourself and, where needed, have adapted your behavior

Interested? Contact me at [coljee@hotmail.com](mailto:coljee@hotmail.com)

I offer a free 30 min. discovery session to discuss your needs and expectations. Additionally, we discuss practicalities and expectations you have of me. I'm looking forward to meeting you!

SPECIALTIES: expatriate coaching; training; expat; change management; transformation; personal development; outplacement coaching

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## Experience

### EvaColjee Coaching

Expat Coach | Outplacement Coach | Leadership Coach

November 2019 - Present (1 year 3 months)

Johannesburg, Gauteng, South Africa

Living abroad in South Africa I'm available for online coaching with a global scope. I believe in the power of coaching via technology. It makes the coaching intervention more intimate; it saves time, money and travel; and coaching via technology proves to be able to reach the same result as 'live' coaching. Should you wish to engage with me I can be reached on [coljee@hotmail.com](mailto:coljee@hotmail.com). My mother tongue is Dutch, I provide coaching in English and Dutch.

## EvaColjee HR Consultancy

Human Resources Business Consultant

November 2019 - Present (1 year 3 months)

Johannesburg, Gauteng, South Africa

Next to having developed myself as a coach, I'm also an internationally experienced HR professional.

I'm available for contracting/freelance opportunities within Human Resources and Training & Development. Should you wish to discuss my offering please reach out to me on coljee@hotmail.com.

## The HEINEKEN Company

3 years 11 months

Senior HR Business Partner at Heineken Group

October 2016 - October 2019 (3 years 1 month)

Sr. HRBP for HEINEKEN Global Procurement

Senior HR Business Partner HEINEKEN a.i.

December 2015 - October 2016 (11 months)

Sr. HRBP for HEINEKEN Global Procurement

## Rvdb

HR Interim Professional

September 2011 - October 2016 (5 years 2 months)

RaymakersvdBruggen has grown into the largest and most comprehensive HR office in the Netherlands. A 100% leading specialist, RvdB sets the tone within a broad spectrum of HR services. The cooperation between our specialist consultancy groups and the recruitment and interim consultants makes us unique in the field. As a HR Interim Professional I have worked on different HR projects and assignments for clients in a broad range of industries.

## RWE AG

Specialist Learning & Development | Talent Recruiter | Talent Manager a.i.

February 2015 - November 2015 (10 months)

Working within the CoE People Development, responsible for Talent Acquisition and Learning & Development for Essent Benelux.

Design Learning & Development plan/strategy for Essent Benelux. Translate the Global RWE policies on Learning & Development for Essent Benelux.

Support the HR Advisors and line managers in professionalization of

Learning & Development activities. Roll out of Global RWE Leadership Development program within Essent Benelux. Focus on improvement and professionalization of Learning & Development processes. For a short period of time responsible for Essent Benelux trainee program and Talent Management processes.

#### WE Europe B.V.

Learning & Development Manager a.i.

November 2013 - February 2015 (1 year 4 months)

- Complete design and implementation of a whole new Academy for WE
- Responsible for strategic L&D plan for upcoming years
- Select partners for delivering training courses and for online learning solutions in Academy
- Complete design, setup and roll out of Talent Program
- Responsible for identifying Talents within organization
- Set up and implement of an online learning platform and online courses for WE Fashion
- Business partner for MT regarding L&D matters
- Communication regarding L&D/Talent Management matters

#### O'Neill Europe B.V.

Senior HR Advisor a.i.

April 2013 - September 2013 (6 months)

- HR Advisor/Business Partner Europe (Netherlands, Belgium, Germany, France, UK, Sweden) for management on all HR topics
- Responsible for recruitment and selection process on different management positions
- Set up of a function/job matrix
- Set up and guide expat process
- Support in reorganization
- Create internal communications plan

#### Royal Talens

HR Professional a.i.

January 2013 - February 2013 (2 months)

In this assignment I was supporting Royal Talens with the reorganization;

- Guiding the reorganization
- Set up of communication towards employees, managers
- Set up of the advice request for the works council
- Develop/modify job profiles

## Heineken International

HR Project Advisor a.i.

November 2011 - October 2012 (1 year)

Set-up HEINEKEN Global Shared Services centre in Kraków, Poland. Support in transitioning Finance activities into HEINEKEN Global Shared Services centre in Kraków, Poland.

### Responsibilities:

- Support in set-up of Organisational Design of the Shared Service centre in Kraków
- Responsible for complete recruitment process (from job profile to interviewing)
- Set up Recruitment Campaign
- Responsible for the overall planning and monitoring FTE's for recruitment purposes
- Reporting on the process and FTE's to the Project Leadership Team
- Contactperson with Recruitment Agency in Kraków
- Advisor for Transition Managers on Recruitment
- Handover the Recruitment tasks and responsibilities to the Recruitment Lead in Kraków

## IKEA Amersfoort

5 years 9 months

Human Resource Advisor

September 2007 - September 2011 (4 years 1 month)

Amersfoort

Allround HR Advisor: Recruitment, Learning & Development and Health Management.

- Business Partner for management: partly responsible for the realisation of the organization goals, on a strategical, tactical and operational level
- Advising management on allround HR issues
- Recruitment: responsible for the recruitmentstrategy and - policy, training and coaching management on interviewingtechniques, interviewing applicants on all levels, startup recruitment activities, developing and optimizing the recruitment procedure
- Learning & Development: developing and monitoring strategy and policy, advising management on competence development, determine talents and develop opportunities within IKEA, encourage development of employees

- Sickness and Health: responsible for the follow up of the sickness and health policy, coaching management, guiding reintegration processes
- Implement and monitor the appraisal year cycle and the teamwork cycle
- Train management in Leadership-, Recruitment and Sickness and Health Management
- Guide disfunction- and dismissal processes
- Responsible for coaching HBO and university interns

#### Human Resources

January 2006 - September 2007 (1 year 9 months)

- Responsible for the recruitment of 380 employees in the startup of a new store in Amersfoort
- Develop and monitor the recruitment policy and procedures
- Startup recruitment activities, events, interviewing, train managers

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## Education

#### University of Cape Town

Executive and Management Coaching Certificate · (2020 - 2020)

#### Universiteit Utrecht

MSc, Master, Policy & Organization - University of Utrecht · (2005 - 2007)

#### Hogeschool Utrecht

HBO, Bachelor, Human Resources - Hogeschool Utrecht · (2001 - 2005)

#### Hogeschool Utrecht

HBO Bachelor, Sociaal Pedagogische Hulpverlening · (2000 - 2001)

#### Niftarlake College