

the ADAPT state of mind

Curriculum vitae of Linda Fiengo



Areas of expertise

LABOR LAW
INDUSTRIAL RELATIONS
COLLECTIVE LABOR AGREEMENT

Education

2022-2025

Master's degree in Labor Relation (LM-77) from the University of Modena and Reggio Emilia, graduated with honors (110L/110).

Thesis in Industrial Relations Law titled: *"Industrial Relations in the Chemical-Pharmaceutical Sector: Role of the National Collective Labor Agreement and Trends in Company-Level Bargaining"*

2019-2022

Bachelor's Degree in Business Administration & Management from the University of Modena and Reggio Emilia, graduated with a score of 108/110

2014-2019

Scientific High School Diploma from Liceo A. Tassoni, Modena

Work Experience

September 2025 – up to now
ADAPT Junior Fellow

May 2025 - up to now

**HR Administration Payroll & Disciplinary
Apprenticeship at Coopservice, Reggio Emilia**

- Management of disciplinary disputes
- Payroll cycle management (pre-payroll, post-payroll) using INAZ software
- Regulatory compliance (INPS, INAIL, CU, UNIEMENS, 730, UNILAV)
- Management of employee personal and contractual data changes

- Reporting activities (KPIs) supporting the HR Department
- Daily interaction with employees

September 2024 - March 2025

HR Labor Relations

Extracurricular internship at Philip Morris M&T, Valsamoggia (BO)

- Management of disciplinary disputes
- Support for union meetings
- Drafting reports and documentation for industrial relations management (software: SAP)
- Wellbeing and benefits

February 2022 - May 2022

HR Recruiter

Curricular internship at MAW - Employment Agency, Modena

- Job posting and proactive candidate search
- CV screening and job interview
- Employment relationship management

Professional Skills

Labor Law: In-depth knowledge of labor law and industrial relations gained through academic and professional experience. Skilled in interpreting and applying National Collective Labor Agreements (CCNL), particularly in managing disciplinary disputes and ensuring procedural deadlines.

Administrative Skills: Experience in personnel administration, including payroll review, labor cost analysis, and social security and tax compliance procedures. Familiar with regulatory obligations involving institutions such as INPS and INAIL, ensuring accuracy and timeliness in documentation. Proficient in HR management software (ADP/INAZ).

Language Skills

Italian: Native speaker

English: European level B2

IT Skills

Microsoft Office (Excel, PowerPoint, Word): Excellent proficiency

Social Networks: Excellent proficiency

Labor Law/Industrial Relations Databases: Excellent proficiency

Non-professional interests

Proactivity – Precision – Organizational skills – Public speaking – Teamwork

Personal Information

Fitness - Trekking - Travel

References

Prof. Michele Tiraboschi, Professor of Labor Law at the University of Modena and Reggio Emilia (Thesis Advisor for both bachelor's and master's degrees)

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Personal Information

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Twitter: @FiengoLinda

Date of birth: December 20, 2000

Place of birth: Modena (MO)

Citizenship: Italian

Place of residence: Modena

Driver's licence: B

