

HUMAN RESOURCES MANAGER

Innovative HR professional with 19+ years' comprehensive experience leading best-in-class HR practices and initiatives in diverse, highly regulated work environments. Proven senior-level experience in employee retention, resource allocation, talent management, benefits restructuring, and change management. Talented in the creation, development, and enforcement of personnel policies with ability to lead multiple HR programs from inception to completion. Skilled in analyzing staffing needs to execute solutions that maximize efficiency and reduce operational costs. Strategically translates business objectives and strategies into actionable HR functions and operations.

Talent Management • Policy & Procedure Creation • Compensation Management
Performance Management • Employee Relations/Mediation • Employee Training & Supervision
Leadership Development • Budget Development/Oversight • Workforce Analytics

NOTABLE ACHIEVEMENTS

- Integral part of HR leadership team that **grew assigned Business Unit from 600 to over 2,000 employees**, directly overseeing several key hiring and proposal campaigns, incumbent captures, and acquisitions.
- **Hired 500+ employees in Kuwait, Iraq, and Afghanistan** while learning local regulations necessary to employ, onboard, and support a remote workforce during the integration of a newly acquired, high-profile contract.
- Built and deployed multiple systems and processes to improve and streamline employee welfare programs, **resulting in significant year over year cost reductions**.
- **Reduced litigation costs** by spearheading leadership training programs and cultural diversity initiatives to mitigate risk.
- Track record of success in organizations where influence is a critical component of the decision-making process.

CAREER OVERVIEW

Deputy Business Unit Human Resources Director ▫ COMPANY 2000-2012

- Reengineered and redesigned HR infrastructure, systems, and policies **for 2,000+ onsite and offsite employees**.
- Introduced and launched world-class human resources programs aligned with organization's mission, values, and strategic goals.
- Aligned and trained management staff to attain world class service levels by inspiring quality employee feedback and targeted interviewing/hiring specifications.
- Designed best practices, measurement tools, and analytics to drive and support HR initiatives and objectives.
- Executed strategic plans in partnership with senior management for talent acquisition, retention and succession planning to drive key performance initiatives.

Senior Human Resources Specialist ▫ COMPANY 1997-2000

- Notable career progression from Staffing Specialist to Senior Human Resources Specialist.
- Key player in the design, development, and deployment of numerous onboarding processes, including a multifaceted new hire package, to fully staff newly created HR service center.
- Worked closely with all levels of employees by fostering strong communication channels and developing programs to grow and motivate employees.

CREDENTIALS

Bachelor of Science, Major in Psychology and Minor in Sociology—Anywhere University, City, ST