

# CAMERON LONG

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## Summary

Human Resources Manager with practical understanding of business needs. Highly effective at incorporating creative leadership skills to achieve business objectives. Directs projects that improve efficiency while meeting deadlines and budget requirements.

## Highlights

- Hiring and retention
- Training and development
- Compensation/payroll
- Employee relations
- Labor agreements
- Compensation administration
- Regulatory compliance
- Personnel records maintenance
- Exceptional interpersonal skills
- Innovative

## Accomplishments

- Reduced employee turnover by 20% through implementation of new incentive program and bonus structure.
- Improved paperwork processing time by 50% by streamlining submission processes.
- Saved \$150,000/year by reorganizing structure to eliminate unnecessary positions.

## Experience

<b>Human Resources Manager</b> <b>Grady's Department Stores</b>	<b>08/2008 to Current</b> New Cityland, CA
<ul style="list-style-type: none"><li>• Direct personnel, training, and labor relations activities.</li><li>• Advise managers on organizational policy matters and recommend needed changes.</li><li>• Conduct orientations to foster positive attitude toward organizational objectives.</li><li>• Identify staff vacancies and recruit, interview, and select applicants.</li><li>• Serve as a link between management and employees by handling questions, interpreting and administering contracts, and helping resolve work-related problems to foster positive environment.</li><li>• Established new application protocols that increased interview applicant quality.</li><li>• Created new compensation structure that improved employee morale and boosted performance.</li></ul>	
<b>HR Generalist</b> <b>Grady's Department Stores</b>	<b>02/2004 to 07/2008</b> New Cityland, CA
<ul style="list-style-type: none"><li>• Responded to employee issues and questions in a timely manner.</li><li>• Updated company job descriptions to reflect changing roles.</li><li>• Met with all new hires to explain benefits, guidelines, and procedures.</li><li>• Redesigned employee handbook according to legal and benefit changes.</li></ul>	

## Education

<b>Master of Science: Human Resource Management</b> University of California	<b>2010</b> New Cityland, CA
<b>Bachelor of Science: Human Resource Management</b> University of California	<b>2004</b> New Cityland, CA