

# Mrs. Samantha Le

## ***HR Specialist***

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## **Professional Summary**

HR Specialist with 2 years of experience in talent acquisition, onboarding, and employee engagement. Strong background in HR policies, HRIS systems, and performance management practices. Proven ability to streamline recruitment processes and improve retention. Dedicated to fostering inclusive workplaces that support organizational growth.

## **Work Experience**

### ***HR Specialist - Robinson-Clay, Brookechester***

2016-09-16 - 2024-05-01

- Delivered key projects improving KPIs by 20-30%.
- Collaborated with cross-functional teams to achieve business objectives.
- Implemented innovative practices that improved efficiency and reliability.

### ***HR Specialist - Bradley-Smith, Joshuastad***

2020-03-26 - 2022-03-13

- Delivered key projects improving KPIs by 20-30%.
- Collaborated with cross-functional teams to achieve business objectives.
- Implemented innovative practices that improved efficiency and reliability.

## **Education**

### ***Carter-Patel University - B.Sc***

Graduated: 2001

## **Skills**

Employee Engagement, Recruitment, Payroll, HRIS, Onboarding

## **Certifications**

Adobe Certified Expert

## **Languages**

Mandarin, Spanish