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HUMAN RESOURCES EXECUTIVE

Organizational Development ▪ Best Practices ▪ Strategic Planning

An accomplished Human Resources Executive with proven expertise in policy and procedure, recruiting and hiring practices, personnel development, retention approaches, legal compliance issues, managerial support, union avoidance, labor relations and negotiations. Background includes: A 13% turnover reduction, award of a six year compensation package and a reduction in worker's compensation expenses. Willing to travel and relocate. Senior Professional in Human Resources Certification, SHRM.

- ◆ Policy Development ◆ Policy Administration ◆ Employee Relations
- ◆ Benefit Programs ◆ Contract Negotiations ◆ Arbitration
- ◆ Worker's Compensation ◆ Peer Review ◆ Complaint Resolution

CAREER ACCOMPLISHMENTS

PETERS MATERIALS CORPORATION, 1999-Present

- Designed and implemented a region-wide recruitment, behavior-based interviewing and skill matching procedure designed to reduce new employee turnover, which resulted in a decrease in turnover of 23% throughout the organization.
- Negotiated contract language and benefits adjustments at 13% under the amount authorized.

THE CATALYST COMPANY, LP, 1992-1999

- Served as the organization's chief negotiator; awarded a six year package, remaining under the amount authorized and without any industrial action.
- Successfully administered the substance abuse and attendance policies; managed grievances and participated in organizational arbitrations.

RICHMOND BAKING COMPANY, 1989-1991

- Reduced worker's compensation costs by 40% from prior year.
- Provided hiring, compensation and benefits services for 550 employees.

PROFESSIONAL EXPERIENCE

PETERS MATERIALS CORPORATION, Fountain

June 2016 – May 2021

The nation's largest roofing manufacturer with 29 plants and annual sales in excess of \$1.5 billion.

Regional Human Resources Manager (2000-Present)

- Direct the human resources functions at seven locations, including union prevention/training programs at 11 plants and collaborate with the legal department, manage grievance, arbitration and agency issues and manage the peer review program.

Human Resources Manager (1999-2000)

- Maintained a non-union plant through the implementation of human resources initiatives and strategies; improved the organization's supervisory training, conflict/complaint resolution, employee development/relationships and benefit and compensation solutions.

THE CATALYST COMPANY, LP, Iron Ridge, MN & Detroit, MI 1992-1999
Worldwide manufacturer of hydro processing catalyst for the oil refining industry.

Regional Manager – Employee Development and Industrial Relations (1994-1999)

- Led the organization's union negotiations, coordinated labor relations at several plants, created and implemented results-based competencies, training and development and managed policy and procedure for all plants in the U.S.
- Standardized benchmarks in an effort to measure attendance, training, cost per hire and labor cost/product improvements; attesting to the human resource department's role as an integral and valuable component in the organization.

Supervisor – Administration (1992-1994)

- Improved and implemented a performance measurement and development program for supervisors focused on enhancing management performance, team building and management in a union facility.

RICHMOND BAKING COMPANY, Tulsa, OK 1989-1991
Manufacturer of Specialty bread and snacks; a division of Richmond Smith, Inc.

Human Resources Manager

Managed wage and benefits and the safety program for over 550 employees, provided supervisory training on management techniques and employee safety and developed and implemented a reporting process on manpower and safety concerns.

MARTIN MARCUS BEVERAGES, INC., Redmond, IN 1984-1989
Royal Cola's largest independent distributor and subsidiary of Marcus Inc.

Human Resources Manager

- Established a human resource department, served four Indiana plants and negotiated contracts and salary issues.

EDUCATION

BARTON UNIVERSITY, Las Vegas, NV
Master of Arts in Human Resources, 2001

UNIVERSITY OF WISCONSIN, Madison, WI
Bachelor of Arts in Psychology and American Studies, 1984