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|  | Lisa McKay  City, State • [mlisa2450@gmail.com](mailto:mlisa2450@gmail.com)  +46 (0)73 840 9680 • [LinkedIn](file:///C:/Users/Furqan/Downloads/www.linkedin.com/in/lisa-mckay-49a6342a/)  Personal Details:  date of birth • Swedish/British/Canadian  Female • civil status | *Photo*  *Goes*  *Here* |

**HR Manager**

Versatile human-resources executive with hands-on experience in diverse industries operating over multiple jurisdictions in multiple countries. Dedicated professional characterized by natural abilities to foster exceptional services, organize internal operative units and stimulate high performing organizations. Skilled in handling a variety of business and customer relationships. Adept at independently controlling and monitoring recruitment, workforce solution assessments, human resource partnerships, project/campaign management, organizational needs, and employee engagement efforts. Established performance benchmarks in assessing training requirements and customizing training solutions as per needs. Deft at reengineering workflow processes, increasing performance metrics, and integrating values into performance management. ***Proven expertise in:***

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| * Human Resources & Employee Management * Policy & Procedures * Recruitment, Onboarding & Offboarding * Performance Evaluation | * Cross-Team Collaboration * Benefits & Payroll Administration * Project Management * Relationship Building |

**Professional Experience**

Markem-Imaje, Hemvärnsgatan 17, Solna

**HR Business Partner, Nordics & Russia,** Aug 2016 to Present

Drive and execute people agenda including talent and performance management, recruitment & induction, policy/procedure development, training and compensation. Monitor managers and individuals at local sites effectively maintaining leave records and identifying rehab cases; liaise with manager, employees, and relevant outside agencies to develop employees supporting programs. Interface with managers to facilitate equitable practices in benefits and payroll administration. Interpret detailed analysis, and recommend on and manage people-related budget items. Create process and procedures for employing best practices to manage employee relations for specific business areas and foster lasting relationships with unions, adhering with collective agreements. Ensure timely update of systems in regard to onboarding, offboarding, and employee changes, reporting costs and accruals to Finance, and KPIs to HR leadership.

***Key Contributions:***

* Created Nordic Zone from 4 previously disparate business units; in regular contact with Operations Manager.
* Developed exit strategy, driving change based on restructuring or performance - 18 exits over 4 years without legal costs/lawsuits, with in time completion.
* Increased employee engagement score in Sweden by 8% positivity during surveys in 2017 & 2018.
* Delivered training to managers and employees regarding performance processes; rate of employees completing self-assessment and personal development plan in 2019 increased to 100% vs 25-45% in previous years.

Recall Sweden AB, (now part of Iron Mountain)

**HR Manager, Sweden,** 2013 to 2016

Directed, developed, and drove company’s workforce plan and human capital strategies for 160 employees in warehousing, data entry, sales, finance, and executive departments – spread over four locations. Championed performance management process for employees in partnership with leaders.

***Key Contributions:***

* Consolidated SEK 1.3M in company savings by spearheading gradual exit of 70 temporary employees with regard to new offshore set up in Romania.
* Achieved ISO9001 status with exemplary performance in HR area.

Recall Limited, London

**HR/Communications, Europe,** 2007 to 2013

Prepared detailed and meticulous reports for European President and served as a member of Recall’s European Executive Committee with the regional functional leaders and country General Managers, developing and driving initiatives to support region’s financial, operational, and human resources performance. Addressed needs and concerns of 1500 white- and blue-collar HR employees across Europe. Acted as interim Head of the Human Resources Council in absence of HR Director and held supervisory responsibility for HR Managers across Europe, improving regional processes and upholding and training managers in local matters.

***Key Contribution:***

* Increased positive employee engagement from 50% to 75% after creating working group to look at site and group issues and recommend improvements
* Developed and executed a communications programme, guaranteeing ongoing employment and retention of key employees, resulted in only 6% voluntary turnover across EMEA (1300 employees).

*Additional Experience as* ***Team Leader*** *and* ***Executive Assistant*** *at Morgan Stanley in London. And as* ***Executive Assistant*** *within Petroleum Argus Blue Circle Heating and the Institute of Physics.*

**Education and Certification**

**Cognitive Behavioural Therapy, Stonebridge College UK (**distance learning**)** *(current)*

**Neuro Linguistic Programming Level 3 (2016)**

Stonebridge College UK (distance learning)

**Certified in Korn Ferry/Lominger Voices (2014)**

**Languages: English:** *Native* **| Swedish:** *B1 Proficiency*