

Professional Summary

Results-driven HR leader with 12+ years of experience in Talent Acquisition, HR Business Partnership, and Operations Management, driving business growth in the Automobile & Engineering sectors through strategic hiring, employee engagement, and process optimization.

Professional Experience

Senior Director, Human Resources (HR09)

Inazuma.co | January 2020 - Present

HR Manager (HR07)

Toyota Motor Corporation | June 2018 - December 2019

Key Achievements:

- Reduced time-to-hire by 30% through process streamlining and effective vendor management.
- Improved employee satisfaction ratings by 25% through targeted engagement initiatives.

Responsibilities:

- Managed full-cycle recruitment for manufacturing and engineering roles.
- Developed and implemented HR policies and procedures.

Senior Recruiter (HR05)

General Motors | March 2015 - May 2018

Key Achievements:

- Successfully recruited for high-volume hiring projects, meeting 95% of targets within deadlines.
- Enhanced candidate experience, resulting in a 40% increase in positive feedback.

Responsibilities:

- Conducted technical interviews for engineering and manufacturing positions.
- Collaborated with hiring managers to understand recruitment needs.

HR Coordinator (HR03)

Honda of America Manufacturing | August 2012 - February 2015

Key Achievements:

- Assisted in the development of an onboarding program, reducing new hire turnover by 20%.
- Coordinated employee engagement activities, boosting participation by 50%.

Responsibilities:

- Provided administrative support for HR projects and initiatives.
- Maintained accurate records and reports in HRIS.

Education

Master of Business Administration (MBA) in Human Resources
University of Michigan - Ross School of Business | 2012

Technical Skills

Recruitment & Talent Management:

- Recruiting
- Talent Acquisition
- Technical Recruiting
- College Recruiting
- Hiring
- Sourcing

HR Operations & Management:

- Human Resources
- HR Policies
- Employee Relations
- Employee Engagement
- Personnel Management

Business & Leadership:

- Leadership
- Management Information Systems (MIS)
- Business Intelligence
- Operations Management
- Negotiation

Software & Tools:

- Microsoft Office
- HRIS (Human Resource Information System)

Industry Knowledge:

- Automotive
- Manufacturing
- Engineering