

## 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