

Professional Summary

Results-driven HR leader with 12+ years of experience in driving operational excellence, managing high-impact programs, and fostering talent growth. Proven track record of transforming HR functions to meet business objectives.

Professional Experience

Senior Vice President, Human Resources (HR09)

Inazuma.co | January 2020 - Present

Vice President, HR Operations (HR07)

NovaTech Inc. | June 2015 - December 2019

Key Achievements:

- Streamlined HR processes, reducing operational costs by 30%
- Developed and implemented a global talent management program, resulting in a 25% increase in internal promotions

Responsibilities:

- Managed a team of 15 HR professionals
- Collaborated with senior leadership to drive business strategy

Senior HR Manager (HR05)

Pinnacle Consulting | March 2012 - May 2015

Key Achievements:

- Designed and delivered a comprehensive onboarding program, improving new hire retention by 40%
- Led a cross-functional team to launch a company-wide employee engagement initiative

Responsibilities:

- Coordinated HR projects and initiatives
- Provided coaching and guidance to junior HR staff

HR Generalist (HR03)

Apex Corporation | August 2009 - February 2012

Key Achievements:

- Assisted in the development of a performance management system, resulting in a 20% increase in employee evaluations
- Supported the recruitment process, helping to reduce time-to-hire by 30%

Responsibilities:

- Handled employee inquiries and resolved HR-related issues
- Maintained accurate and up-to-date HR records

Education

Master of Business Administration (MBA)

Harvard University | 2009

Relevant Coursework:

- Organizational Behavior
- Human Resource Management
- Strategic Management

Technical Skills

Operations Management:

- Process Improvement
- Project Management
- Workforce Planning

Program Management:

- Program Development
- Change Management
- Stakeholder Engagement

Talent Management:

- Talent Acquisition
- Performance Management
- Succession Planning