

Professional Summary

Results-driven HR12 professional with 12+ years of experience in Talent Acquisition, HR, and Strategic Planning. Proven track record of success in IT, Research & Analytics, with expertise in Social Media Strategy, Team Management, and Technical Recruiting. Skilled in navigating diverse, multicultural work environments, driving business growth, and fostering strong inter-personnel relationships.

Professional Experience

Senior Director, Talent Acquisition & HR

Inazuma.co | January 2020 - Present

HR Manager, Talent Acquisition

NexaTech Inc. | June 2018 - December 2019

Key Achievements:

- Reduced time-to-hire by 30% through process optimization and strategic vendor management.
- Developed and implemented a social media recruitment strategy, increasing applicant flow by 50%.

Responsibilities:

- Managed a team of 3 in executing recruitment strategies for IT and Analytics roles.
- Collaborated with cross-functional teams to design and implement effective talent management programs.

Talent Acquisition Specialist

Pinnacle Research Group | March 2015 - May 2018

Key Achievements:

- Successfully sourced and hired 20+ key research professionals, contributing to a 25% increase in research output.
- Improved candidate satisfaction ratings by 40% through enhanced communication and feedback processes.

Responsibilities:

- Conducted technical screenings and interviews for research and analytics positions.
- Developed and maintained relationships with key vendors and recruitment agencies.

HR Generalist

Apex Consulting Services | January 2012 - February 2015

Key Achievements:

- Assisted in the development and implementation of a comprehensive employee onboarding program, resulting in a 20% reduction in new hire turnover.
- Coordinated benefits negotiations, achieving a 15% cost savings for the organization.

Responsibilities:

- Provided support in recruitment, employee relations, and benefits administration.
- Collaborated with the management team to design and implement performance management processes.

Education

Master of Business Administration (MBA)

University of Michigan - Ross School of Business | 2012

Technical Skills

Human Resources:

- Talent Acquisition
- Talent Management
- Employee Relations
- Performance Management
- Benefits Negotiation

Recruitment:

- Technical Recruiting
- College Recruiting
- Executive Search
- Sourcing
- Screening

Management & Leadership:

- Team Management
- Resource Management
- Strategic Planning
- Business Development
- Management

IT & Analytics:

- SDLC
- Market Research

Soft Skills:

- Communication
- Interpersonal Skills
- Multicultural Work Environments