

## Professional Summary

Transformational HR Leader | 15+ years of experience in cultivating high-performing teams, driving business growth, and fostering a culture of innovation. Proven track record of developing and implementing strategic people initiatives that align with organizational objectives.

## Professional Experience

### Head of Human Resources (HR12)

Inazuma.co | January 2020 - Present

### Senior HR Manager (HR9)

NexaCorp | June 2018 - December 2019

#### **Key Achievements:**

- Designed and implemented a comprehensive talent development program, resulting in 30% increase in employee retention
- Collaborated with cross-functional teams to launch a diversity and inclusion initiative, yielding a 25% increase in diverse hires

#### **Responsibilities:**

- Led a team of 5 HR professionals, providing guidance and support in talent management, benefits, and compliance
- Developed and managed HR budgets, ensuring 15% cost savings through process optimization

### HR Manager (HR6)

Pinnacle Solutions | March 2015 - May 2018

#### **Key Achievements:**

- Streamlined the recruitment process, reducing time-to-hire by 40% and increasing candidate satisfaction by 90%
- Introduced a performance management framework, resulting in a 20% increase in employee engagement

#### **Responsibilities:**

- Managed employee relations, conflict resolution, and benefits administration for a team of 50 employees
- Coordinated training and development programs, ensuring 95% participation rate

## **HR Generalist (HR3)**

Apex Industries | January 2012 - February 2015

### **Key Achievements:**

- Assisted in the development of an employee handbook, ensuring 100% compliance with regulatory requirements
- Provided support in the implementation of a new HRIS system, resulting in 30% reduction in administrative tasks

### **Responsibilities:**

- Handled employee onboarding, benefits enrollment, and data entry for a team of 20 employees
- Coordinated company-wide events and activities, promoting a positive work environment

## **Education**

### **Master of Business Administration (MBA)**

Harvard University | 2010

### **Relevant Coursework:**

- Organizational Behavior
- Human Resource Management
- Strategic Management

## **Technical Skills**

### **Project Management:**

- Agile Methodologies
- Project Planning
- Program Management
- Project Management

### **Business Analysis:**

- Requirements Analysis
- Business Analysis
- Business Intelligence
- Business Strategy

### **Software Development:**

- .NET
- SaaS

- SOA
- SDLC

**Vendor Management:**

- Vendor Management
- Outsourcing
- Global Delivery

**Sales and Marketing:**

- Pre-sales
- Sales Enablement
- Business Development

**Leadership:**

- Team Management