

ANTHONY GENTILE

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Service-oriented HR Manager with seven years of experience. Strong background implementing HRIS technologies to make companies more efficient and effective. Naturally curious and committed to gaining and applying new expertise.

PROFESSIONAL EXPERIENCE

HR MANAGER

Delta Dental, New York, NY | October 2018 to Present

- ◆ Oversee all HR functions for 500+ staff, lead the response to any Labor or compensation issues, drive recruitment initiatives, and manage employee onboarding
- ◆ Set overarching strategy for employee relations and cross-functional collaboration
- Manage administration and dispersal of \$5M+ in annual benefits and compensation
- Established employee resource group, planned events to drive engagement, and improved retention by 30%

ASSISTANT HR MANAGER

Avail Dental Insurance, New York, NY | June 2016 to October 2018

- ◆ Oversaw all HR processes for 100+ employees in three locations
- ◆ Served as point of contact for HR matters and found solutions to employee conflicts and compensation issues
- ◆ Created a new performance appraisal system
- ◆ Standardized training processes
- Created a database to increase knowledge sharing

EDUCATION

BACHELOR OF SCIENCE (BS)

Syracuse University, Syracuse, NY | 2016

HUMAN RESOURCE MANAGEMENT

KEY SKILLS

- ◆ Employee Relations
- ◆ HR Administration
- ◆ HRIS Technology
- Payroll Administration
- Process Improvement
- Talent Acquisition

CERTIFICATIONS

- ◆ Professional in Human Resources (PHR), Human Resource Certification Institute (HRCI) | 2017