

Abel Henry

HR Manager - Abel Henry

Atlanta, GA - Email me on Indeed: [indeed.com/r/Abel-Henry/eccb55624086b33c](https://www.indeed.com/r/Abel-Henry/eccb55624086b33c)

Willing to relocate: Anywhere

WORK EXPERIENCE

HR Manager

Abel Henry - Atlanta, GA - October 2009 to Present

Operations/Business Development

- In the capacity of HR Business Partner with oversight from executive management
 - o Align rapidly expanding workforce to aggressive entrepreneurial strategies
 - o Produce needs analysis based on growth projections
 - o Identify and track the key metrics for an optimized workforce
- In the capacity of On-boarding Specialist with coordination with hiring managers:
 - o Gather requirements from business unit leaders
 - o Design and disseminate job posting internally and externally
 - o Use HRIS to administrate sourcing of resumes
 - o Conduct initial phone screens and first round interviews
 - o Coordinate 2nd and 3rd round interviews with hiring managers and candidates
 - o Perform pre-offer due diligence (reference check, background check, etc)
 - o Negotiate compensation, generate offer letter, set start date
 - o Process first day paperwork and kickoff orientation
- In the capacity of HR Generalist in support of the entire company
 - o Conduct new-hire orientation and exit interviews
 - o Execute best practices for compliance with federal and state labor codes
 - o Interpret & administer HR policies and programs
 - o Maintain paper and digital data records
- Tools:: Excel, Word, Outlook, Visio, PowerPoint, SharePoint, HRIS

Consultant

Allied Athlete Group - Atlanta, GA - April 2009 to October 2009

Operations and Compliance

- Developed quality control standards for sales, technology and business units
- Developed process and procedures that maintain confidentiality and security across systems and work groups
- Trained staff and vendors on operational protocols that maintain the highest quality control standards
- Tools:: Word, PowerPoint, Excel, CRM

Consultant

Goodlife.com - Santa Monica, CA - March 2008 to June 2008

Product and Project Management

- Worked on a cross-functional team to articulate the features and services required to bear out the business case
- Wrote and implemented product specifications, scope of work (SOP) and request for proposal (RFP) documents

- Established and coordinated the relationship with key technology partners
- Tools:: Word, Project, PowerPoint, Excel, CRM

Recruiting Manager

Robert Half Technology - San Francisco, CA - March 2007 to January 2008

Consultative Sales and Business Development

- Gather staffing requirements from a diverse cross-section of technology companies/teams.
- Provide job search coaching and mentoring to Bay Area's top technical talent
- Help to negotiate and close offers that equitably meet the needs of all affected parties.
- Maintain a 0% 90-day fall-off of placed candidates
- Meet and exceed internal sales goals
- Tools:: Outlook, PowerPoint, Excel, Propriety CRM (MicroJ)

Program Director

The Black Star Project - Chicago, IL - November 2006 to March 2007

Student Motivation Program

- Coordinated volunteer program for community-based non-profit focused on impacting the academic achievement gap
- Developed various databases and processes to increase operational efficiency
- Rebranded internal and external communications to convey a more compelling message
- Developed PowerPoint presentations in support of grant writing and alliance building activities
- Developed strategies for sustainable growth (social venture paradigm)
- Tools:: Access, Visio, PowerPoint, Excel

Consultant

QualityHealth - New York, NY - October 2005 to November 2006

Operations/Business Development

- Coordinate all facets of day-to-day operations for fast-paced Internet marketing company
 - Ensure that all new campaigns adhere to specific technical and business requirements
 - Coordinate work of both internal and external team members
 - Manage production time table to ensure rapid turnaround
 - Analyze performance and business metrics to ensure peak profitability
 - Tools:: Java, Javascript, JBoss, Oracle, HTML, Excel, Access
- Abel Henry 404.669.6461 abel.henry@gmail.com

Technical Contractor

Sarcom - Dallas, TX - June 2005 to October 2005

Enterprise Point-of-Sale Upgrade (external)

- Setup training sites in numerous North American cities to simulate new POS system
- Deploy Java-based POS system with functionalities maintained by local and remote SQL Servers to Window-based machines via Castanet
- Provide in-store post-implementation technical support
- Tools: SQL Server, Marimba Castanet, minor shell scripting, Level 1&2 Technical Support

Business Analyst

HydraGenX - Atlanta, GA - March 2002 to April 2005

Application/Business Development

- Served as an effective liaison between clients, business units and technical teams by defining, articulating and securing the critical needs of each group in a manner that produced maximum productivity
- Determined business case, defined project scope, gathered requirements, developed strategies, and managed projects
- Crafted and presented proposals to solicit funding from personal and institutional investors
- Coded web-interface for online education modules delivered via SQL Server data stores
- Used JavaScript to improve functionality and usability of existing web sites
- Tools: Access, Visio, MS Project, Visual Studio.NET, XML Web Services, JavaScript, Data and Process Analysis

Business Analyst

Columbia Presbyterian Hospital - New York, NY - August 2000 to October 2001

HIPAA Compliance Upgrade

- Considerable analysis was performed to distinguish between the functional assets that needed to be replaced and those which could be upgraded or optimized in order to comply with HIPAA's stringent mandates
- Phase I: Due to previous investments in localized data storage and computing, each department maintained separate

databases (MS-Access). A decision was made to optimize the operation of these databases while exploring migration/upgrade

options. Outlined core standards for maximum effectiveness and to serve as a baseline to compare migration/upgrade options.

Normalized data and reformed entity relationships to improve performance on high use tasks. Expunged duplicate and/or orphan data (reduced data store by 20%)

- Phase II: A decision was reached to forego a complete overall and instead treat pre-existing MS-Access databases as a front-end to SQL Server. Interviewed future users of reconstructed system to identify user factor and functional requirements. Used data

flow diagrams to broker consensus on architecture amongst department heads. Developed new data schema that integrated

old and new entity relationships, queries, and report generators. Scripted VBA code modules and SQL stored procedures to expand overall functionality. Trained the staff on use and maintenance of the completed system

- Tools: Access, SQL Server 2000, JavaScript, SQL, SQLXML, VBA, ASP

Application Developer

IBM - Southbury, CT - May 1999 to August 2000

Advance Internet Lab

- Project I - Enterprise Content Management: An acquisition fell apart and left a consulting unit without a key offering. A decision

was made to build the enterprise content management tool in-house. Reviewed and prototyped a cross-section of then

emerging technologies. Coded search module that linked backend databases to Java interface

- Project II - Market Intelligence: Primary focus of the M.I. group was to aggregate, filter and disseminate quality information to proper business users in a time sensitive environment. Using a combination of D&B company profiles, geographical data, first-call

market reports and xml news feeds, an in-house market intelligence portal was built to empower business decision makers.

Developed web-based trading station for voice minutes application. Portal included competitive analysis data, geopolitical,

subscription-based documents (Thomson FirstCall, etc) information and real-time commodity data for specific business units.

- Tools: Data & Process Analysis, DB2, XML, LDAP, DASL, Java, JavaScript, WebDAV, WebSphere

EDUCATION

Bachelor of Science in Tau Theta Pi Engineering

University of South Florida

May 1999

Student Government

College of Engineering