**Sarah Johnson**

**Contact Information:**

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**Professional Summary:** Human resources professional with over 8 years of experience in recruitment, employee relations, and performance management. Strong leadership and communication skills, with a proven ability to build and maintain positive workplace environments.

**Skills:**

* Communication
* Leadership
* Teamwork
* Problem-Solving
* Conflict Resolution
* Employee Relations
* Recruitment

**Professional Experience:**

**HR Manager | Tech Innovations** *August 2016 – Present*

* Managed the recruitment process, successfully hiring over 100 employees across various departments.
* Developed and implemented employee engagement programs, increasing employee satisfaction by 20%.
* Resolved workplace conflicts, promoting a positive and inclusive work environment.

**HR Specialist | Global Enterprises** *June 2012 – July 2016*

* Assisted in the recruitment and onboarding process for new hires.
* Managed employee relations, addressing concerns and providing support to employees.
* Conducted performance evaluations, offering feedback and development opportunities.

**Education:**

* M.S., Human Resources Management, State University, 2012
* B.A., Psychology, State University, 2010