

HUMAN RESOURCES DIRECTOR

Talent Acquisition & Recruitment | HR Policy & Compliance | Strategic Planning

Solid track record of developing and spearheading HR strategies, processes, and programs that improve organizational performance and deliver bottom line results.

Human resources director offering 15+ years of experience providing human resources leadership, direction, organizational support, and mentorship to employees and leaders. Adept at driving cultural transformation initiatives that foster a diverse, inclusive, and collaborative workplace. Skilled in developing and implementing comprehensive talent management strategies that attract, retain, and develop top-tier talent.

AREAS OF SKILL

- Leadership Coaching/Mentoring
 - Talent Acquisition & Retention
 - Employee Relations and Issues
- Employee Champion/Change Agent
 - Performance Management Strategies
 - Conflict Resolution & Management
- Strategic Partnership Building
 - Organizational Development
 - HR Strategy Development

PROFESSIONAL EXPERIENCE

ABC COMPUTER SERVICES | City, State2018 – Present

Human Resources Director

Manage human resource functions for a six-state territory with 500 FTEs and five direct reports. Direct East Coast HR team in the development of human resources initiatives, procedures, employee relations, staffing, and compensation.

- Reduced recruitment and benefit costs by 42% through the proposal and implementation of a new Human Capital Management (HCM) program.
- Spearheaded the organization’s first 360-degree feedback program as an aide to performance management and succession planning.
- Analyzed benefit programs and negotiated with vendors, achieving cost savings of 25%.
- Decreased Equal Employment Opportunity Commission (EEOC) charges and employee grievances by 60% over previous year.

XYZ | City, State2014 – 2018

Human Resources Director

Oversaw the effective design and delivery of human resources needs for an \$85M store comprised of 175 associates and 25 managers. Advised management and employees on interpretation of company policy and provided counsel to management on a variety of employee concerns.

- Increased employee commitment, skill set, and job satisfaction by 45% per employee Gallup poll surveys resulting in a 20-point increase in employee job satisfaction scores.
- Boosted new employee retention by 33% through creation of the division’s first Online New Hire Orientation program.
- Reduced turnover by 26% across the region by designing and implementing a regionwide recruitment behavior-based interviewing and skill matching program.

