

Skyler Thompson

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Profile

- HR executive with more than 15 years of experience in benefits administration, talent acquisition and retention, and labor relations and negotiations. Skilled at collaborating with department heads to advance short- and long-term talent management goals. Track record for successfully developing comprehensive benefits and wellness programs that drive employee engagement.

Education

- Bachelor of Arts (B.A.) Human Resources | UNIVERSITY OF CALIFORNIA, Berkeley, CA | May 2009

Certifications

- Certified Compensation Professional (CCP), WorldatWork, 2015
- Society of Human Resource Managers (SHRM), Certified Professional (SHRM-CP), SHRM, 2011

Key Skills

- Benefits administration
- Cross-functional collaboration
- Employment laws and regulations
- Labor relations and negotiations
- Talent acquisition and retention

Professional Experience

HUMAN RESOURCES EXECUTIVE | ALPHA INDUSTRIES, SAN FRANCISCO, CA | JUNE 2018 – PRESENT

- Spearhead workforce planning and talent development initiatives, increasing qualified talent pool by 18%
- Create new hire training strategies and onboarding program, resulting in 25% improved retention within employees' first 60 days
- Develop compensation and benefits program, increasing employee engagement in wellness programs
- Review all company procedures to ensure compliance with labor laws and regulations

HUMAN RESOURCES MANAGER | EXCELSIOR INC., SAN FRANCISCO, CA | JUNE 2012 – MAY 2018

- Assisted with recruiting, onboarding, retention, and offboarding efforts for a team of 140
- Oversaw daily HR functions including salary and bonus planning, staffing, performance management, and reporting
- Created job descriptions and new hire training programs
- Facilitated successful conflict resolution, increasing employee satisfaction survey ratings by 35%

HUMAN RESOURCES ASSISTANT | SAFECO CORP., SAN FRANCISCO, CA | MAY 2009 – MAY 2012

- Reconciled payroll and taxes
- Assisted with creating employee training programs
- Contributed to the rollout of a new employee wellness initiative, engaging more than 75% of employees in the program
- Planned monthly employee meeting topics and team-building activities