

AG

Ashley Garcia

Hr Generalist

CONTACT INFORMATION



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Minneapolis, MN 12345

EDUCATION

B.A. Psychology, University of Minnesota, 2016

SHRM-SCP, Society for Human Resource Management, 2022

PHR, HRCI, 2019

KEY SKILLS

- Workday HCM
- Multi-state employment law (MN, WI, IA, IL)
- Reduction in force and WARN
- Compensation banding and merit cycles
- Complex ER investigations
- FMLA, ADA accommodations, PWFA
- Manager coaching
- Engagement surveys (Culture Amp)
- Mergers and acquisitions due diligence

ABOUT ME

Senior HR Generalist with 9 years across SaaS and healthcare staffing, supporting headcounts up to 1,400. Strong on complex ER, multi-state compliance, and partnering with managers through reductions in force and rapid growth. Closed FY24 with an employee engagement score of 78, up from 64 the prior year.

PROFESSIONAL EXPERIENCE

SENIOR HR GENERALIST | LATTIMORE HEALTH PARTNERS, MINNEAPOLIS, MN 2020 - PRESENT

- Lead HR support for two clinical service lines totaling 620 employees across MN, WI, and IA.
- Handled a 45-person workforce reduction with severance calculations, WARN notice timing, and outplacement coordination; zero successful unemployment appeals on cause-based separations.
- Cut average ER case cycle time from 22 days to 9 by introducing a triage rubric and weekly case review with legal.
- Partnered with the CFO to redesign the bonus plan, replacing flat-dollar awards with a tiered structure tied to clinic margin.
- Mentor two HR Generalists and one Coordinator; both Generalists promoted within 18 months.

HR GENERALIST | FERNCREST SOFTWARE, ST. PAUL, MN 2017 - 2020

- Owned full-cycle HR for 230 engineers and go-to-market staff during a Series C scale-up.
- Rolled out a new performance and compensation review tied to a refreshed leveling guide; manager calibration sessions resulted in 91% of merit decisions standing without escalation.
- Ran benefits renewal annually; switched broker in year two and saved the company roughly \$186,000 on medical premiums.
- Built the manager training curriculum on interviewing, feedback, and documentation; delivered to 31 people leaders.