(334) 555-0132 | jada.osei@example.com | Eufaula, AL 12345

Steven Hall

Senior HR Business Partner

SHRM Senior Certified Professional with 12 years of experience in workforce analytics, organizational design, and succession planning using Workday, SAP SuccessFactors, and Tableau. Reduced employee turnover from 22% to 14% across a 1,400-person workforce by launching stay-interview cycles, redesigning career-path frameworks, and revising exit-interview analysis in Workday. Led organizational redesign of 3 business units during a product-line consolidation, improving employee productivity by 17.81% within 9 months.

EDUCATION

BSBA, Management | Auburn University, Auburn, AL
2010 – 2014

KEY SKILLS

- Workday
- SAP SuccessFactors
- Tableau
- Microsoft Excel
- Succession Planning
- Organizational Design
- Workforce Analytics
- FMLA and ADA Administration
- Talent Review Facilitation
- Change Management
- Performance Calibration

PROFESSIONAL EXPERIENCE

Senior HR Business Partner
Chattahoochee Valley Industrial Group, Eufaula, AL, | 2020 – Present

- Reduced employee turnover from 22% to 14% across a 1,400-person workforce by launching stay-interview cycles, redesigning career-path frameworks, and revising exit-interview analysis in Workday.
- Coached 22 people managers through a 6-month leadership development curriculum, raising managerial effectiveness scores from 61 to 83 points on 360-degree assessments.
- Led organizational redesign of 3 business units during a product-line consolidation, aligning headcount plans that improved employee productivity by 17.81% within 9 months.
- Owned succession planning for 8 director-level roles, building talent review pipelines in SAP SuccessFactors and presenting quarterly readiness reports to the executive leadership team.
- Partnered with operations and finance leaders to build workforce planning models in Tableau, projecting 18-month headcount needs and reducing unplanned overtime spending by $131,740 annually.

HR Business Partner
Barbour Creek Manufacturing Co., Clayton, AL, | 2016 – 2020

- Designed a front-line supervisor coaching program for 16 managers, improving managerial effectiveness ratings by 24% within 12 months as measured by quarterly upward-feedback surveys.
- Cut voluntary turnover in the distribution division from 31% to 19% over 18 months by restructuring shift-differential pay bands and introducing peer-mentoring cohorts.
- Analyzed workforce data in Microsoft Excel to identify productivity gaps across 5 departments, recommending scheduling changes that raised output per labor hour by 12%.
- Administered FMLA, ADA, and COBRA processes for 830 employees, maintaining case documentation in Workday and closing accommodation reviews within an average of 7 days.

HR Generalist
Pea River Valley Services LLC, Ozark, AL, | 2014 – 2016

- Supported a workforce of 410 employees across 2 plant locations, handling employee relations casework and coordinating with department supervisors on corrective-action documentation.
- Created a structured new-manager orientation that cut ramp-up time from 20 days to 12 days, contributing to higher first-year manager effectiveness ratings.

- Tracked turnover metrics in BambooHR and delivered monthly dashboards to senior leadership, identifying a 3-shift retention gap that informed a targeted pay-equity adjustment saving $76,430 in annual replacement costs.

CERTIFICATIONS

- SHRM Senior Certified Professional, Society for Human Resource Management, 2019