

Name

City, ST 00000

☎ 555.555.5555 ✉ email@yahoo.com

Visionary ↑ Strategic Thinker ↑ Executive ↑ Transformational Leader

Value Proposition: To team with business leaders in building a competitive, agile, creative and intelligent company through leading focused strategic change initiatives combined with innovative human resource blueprints that translate into excellent operational results.

EXECUTIVE PROFILE

Focused-thinking, strategic and accomplished business executive with exceptional 15-year background in growing and changing existing corporation by building/aligning infrastructure and operations with mission and goals. Corporate transformation featured honest analysis of current business strategies communicated to incumbent executives, and building and maintaining strong working relationships/teams, creating 12% annual revenue increase / 36 % total lift in sales from 2005 – 2008. Has ability to view bigger picture and assess the impact of methods and issues on overall company profitability, which are key in a gradual and persistent drive to ensure the company's growth in value. Experience in human resources provides foundation for continued excellent employee relations with multi-location employees at all levels. Proven track record of eliminating waste in every organizational facet and seeking ways to further streamline processes. Provide 95% of work products before deadline and on budget.

KEY STRENGTHS

- ↑ Senior Executive with proven record of challenging status quo to improve corporate results.
- ↑ Ability to lead/succeed in turn-around or start-up environments; gets the job done.
- ↑ Serve as catalyst to align business practices with vision/core values, gathering sound input from colleagues, then devising strategies for implementation.
- ↑ Keen analytical skills, useful in discerning efficient/effective methods and processes.
- ↑ Excellent business judgment, problem-solving, project management skills.
- ↑ Strong motivator/coach by creating safe environment for people to participate.
- ↑ Garner trust among executives and line staff, building strong working relationships.
- ↑ Key competency in holding self, others accountable focused on budget management and key financial issues.
- ↑ Ethical, exhibit high level of personal and corporate responsibility.

PROFESSIONAL EXPERIENCE

Company, Inc., City, ST

1999 - 2009

Increases sales for customers by providing sustainable retail strategy, design, fabrication, general construction services to big-box, national retailers (grocery, drug store, soft goods).

CHIEF STRATEGY OFFICER (CSO) and OFFICER OF THE COMPANY

VICE PRESIDENT, CORPORATE STRATEGY and HR

HR DIRECTOR

Joined company as human resources professional, building strategic HR team, developing risk management program that shifted culture/employee behaviors with subsequent decrease in Workers' Compensation (WC) claims within one year as well as no employment law related litigation or claims filed over the last eight years. Created employee on-boarding program reflecting company brand, culture, and expectations and hired top talent contributing to shaping infrastructure and leadership. Conducted internal operational process/people audits to improve organizational planning/development; conducted/documented internal investigations as needed.

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Chief Strategy Officer – Company, Inc. – continued

In concert with CEO, COO/CFO, consultants, rebranded former company (Company) into current Company, rebuilt infrastructure necessary to maximize profitable growth, implementing a balanced scorecard and dashboard to fit new business model. Increased company valuation 400%, improved integration/ communication throughout organization, including understanding of company mission, vision, core values. Created a “best place to work” environment substantiated by 2008 employee survey showing high satisfaction of 9 out of 10 employees.

Selected Accomplishments:

- From 2005-2008, increased revenue by 36% and reduced operating costs by 11.4 margin points.
- Orchestrated execution of strategic/organizational initiatives; translated strategy to application in business units.
- Convinced CEO/President and other officers of value of fully aligning business, leveraging *human capital* to participate in solutions.
- With vision led business transformation to company of “thought leaders” with corporate customers becoming true partners with Palladeo; action drove incremental revenue and profit to all three operating divisions, reducing sales costs in 2006 and 2007.
- Headed the alignment of all business planning from 5-year business plan to annual sales/marketing/operations/ and support plans/budgets.
- Reduced Experience Modification Factor (Exmod) from 132% in 2005 to 78% in 2009 by creating/installing high impact safety program.
- Generated WC rebates for last 2 years in excess of \$300,000 per year adding to bottom line.
- Created/implemented executive incentive plan tying new corporate philosophy and results.
- Outsourced non-strategic aspects of HR, e.g. benefits administration thus freeing up time, people and money resources for more strategic tasks aligned with the company’s goals and mission. .

HR TEMPORARY ASSIGNMENT Los Angeles Area

1999

Company Automation, City, ST

1998 – 1999

HUMAN RESOURCES GENERALIST / MANAGER

Developed/implemented HR process for start-up computer company, managing daily HR functions, crafting/installing policies/procedure to comply with state, federal laws. Negotiated benefit packages, oversaw benefits administration, updated EE handbook, developed IIPP, created HR and Payroll tools for better work processing.

Home Care, City, ST

1994 – 1998

HUMAN RESOURCES COORDINATOR

Coordinated/performed HR daily functions for multi-site Home Care organization. Coordinated staff training, trained and supervised two off-site employees, assisted in employee relations, hiring and termination issues. Created and maintained effective personnel files compliant with Title 22 and Joint Commission Accreditation and WC claims administration. Member of Safety, Retention and New Hire Orientation committees.

EDUCATION, PROFESSIONAL DEVELOPMENT, AFFILIATIONS

Bachelors in Biological Science, Major: Pre physical Therapy/Gerontology

Mount College; City, ST

(Degree program developed research/analysis, deductive thinking, documentation process, teamwork, results measurement, meeting pressured deadlines, project management and leadership skills, and instilled strong, pervasive sense of ethics.)

Associate of Science College; City, ST

SHRM Human Resources Management Certificate

Attended World Business Forum – 2008, NY, NY – Global economy / emerging markets.

Professionals in Human Resources Association (PIHRA)

Association of Strategic Planning

Society for Human Resource Management (SHRM)

Chamber of Commerce