

Education

MBA, Human Resources
Christ University

B.A. Psychology
Mount Carmel College

Skills

- Key skills
- Talent acquisition
 - Employee relations
 - Performance management
 - Engagement & retention
 - EEO compliance
 - HR analytics
- HR systems
- Workday
 - BambooHR
 - Greenhouse
 - Excel dashboards

Certifications

SHRM-CP — SHRM

Workplace Investigations
Training — SHRM

Profile Summary

HR manager with eight years across recruitment, employee relations and performance management. Hires 200+ positions a year at a 38-day average closure, brought attrition from 24% to 15%, and runs the PMS cycle for a 600-person company.

Experience

- Human Resources Manager** | Averlin Technologies
05/2021 – Present
- Lead a five-person HR team hiring 200+ positions a year; average closure held at 38 days
 - Brought attrition from 24% to 15% in two years through stay interviews and a revised increment matrix
 - Run the twice-yearly PMS cycle for 600 employees end to end — calibration, letters, appeals
 - Chair the workplace-conduct committee; 100% workforce training compliance three years running
- HR Generalist** | Trisage Solutions
07/2018 – 04/2021
- Filled 100+ roles across engineering and support; onboarding feedback averaged 4.6/5
 - Migrated employee records and leave workflows to BambooHR with zero payroll disruption