

Senior Human Resources Executive

Highly accomplished and strategic HR leader with a proven track record of driving talent acquisition, employee engagement, and talent management programs across quickly growing global organizations.

Core Competencies

- Training & Development Initiatives
- Performance Management Systems
- Organizational Efficiency Enhancement
- Total Rewards Program Development
- Change Management & Acquisitions
- HR Metrics & Reporting
- Internal Communications
- Talent Acquisition Strategy
- Inclusive Employer Branding
- Strategic Workforce Planning
- Budget/Operations Management
- HR Technology Implementation
- Employee Engagement & Wellness
- Global HR & Compliance
- Succession Planning & Recognition

Accomplishments

- Recruited **170** employees spanning **6** countries with a focus on **50%** engineering and highly technical roles, achieved over **two** years, while optimizing a limited budget and resources.
- Elevated Glassdoor satisfaction ratings to an impressive **95%**, secured **two** consecutive Great Places to Work accolades, and reduced Wurl's attrition rate to below **10%**.
- Designed and implemented comprehensive Wurl total rewards programs, encompassing medical, HSA/FSA, stocks, ESPP, **401(k)**, and a variety of benefits and wellness initiatives, resulting in achieved an exceptional **85%** average enrollment rate.
- Led HR management during the **2021** acquisition of Wurl by assuming a central role in change management and achieving **+90%** positive engagement among employees; met the targeted **5%** churn rate during the acquisition period.
- Spearheaded global talent acquisition strategy, talent management, succession planning, diversity, equity, and inclusion (DEIB) initiatives, organizational/performance management, learning and development, compensation, and total rewards management.

Professional Experience

AGC Biologics Bothell, WA (Hybrid)

Senior Manager, People & Culture

October 2024 - current

Senior People & Culture Business Partner

October 2023 - October 2024

As the Senior Manager of People & Culture at AGC Biologics, I am committed to fostering a high-performance culture that enhances operational excellence and employee engagement. In my role as Site HR Lead, I oversee all HR functions for our Seattle site, which includes talent acquisition, employee relations, performance management, talent management, and compliance. Partnering closely with leadership, I implement best practices in workforce planning and development to attract and retain top talent in a competitive market. My dedication to promoting diversity and inclusion within the workplace not only enhances team dynamics but also drives collaboration across functional groups.

Prior to this role, I served as a Senior People & Culture Business Partner, where I supported four functional groups within the AGC Biologics Seattle site. In this capacity, I acted as a strategic advisor to senior

management, utilizing my expertise in organizational development and employee relations to develop and implement HR initiatives that drive employee engagement and cultivate a positive work culture. My efforts in aligning HR strategies with business objectives have contributed to the achievement of our company's goals and have led to impactful initiatives, such as the establishment of a DEIB council and enhancements in performance review engagement, resulting in improved employee retention and trust in leadership.

Marten Law LLP, Seattle, WA (Hybrid)

May 2023 to October 2023

Talent Acquisitions Director | Human Resources Director

Led HR initiatives as the Head of HR & Talent Acquisitions for a prominent boutique environmental law firm with a national presence across six US locations. Strategically fostered employee engagement and wellness through policy development and rigorous compliance assessment. Established a robust HR infrastructure focused on generating metrics, data, and comprehensive reporting to drive strategic decision-making and evaluate HR effectiveness.

- Spearheaded eco-friendly practices and initiatives that enhanced employee well-being and sustainability efforts, contributing to organizational growth and prosperity.
- Designed and executed a comprehensive recruitment strategy to attract top talent in environmental law, while implementing retention strategies to preserve valuable employees.

Wurl, LLC, Palo Alto, CA (Remote)

December 2020 to February 2023

Director of Human Resources | Human Resources Manager

Drove strategic initiatives for a cutting-edge technology start-up focused on industry-leading CTV distribution and advertising as a leader in human resources. Pioneered the establishment of the HR department by formulating and deploying a comprehensive HR strategy aligned with the company's overarching business objectives. Established enduring partnerships across diverse business units by providing robust support for HR, talent management, and organizational development needs. Cultivated the Wurl employer brand by crafting an inclusive, competitive, and highly desirable employer identity and fostering a vibrant company culture. Developed and refined a monthly reporting cadence by ensuring timely and comprehensive updates on the progress of HR initiatives. Devised and implemented an annual performance management system, effectively linking performance with total compensation to establish a pay-for-performance culture within the organization.

- Negotiated a consistent **3%** year-over-year increase across all reward programs, resulting in substantial annual savings exceeding **400K**.
- Oversaw comprehensive HR program administration by managing a team of **6** and providing dedicated support to **200** employees across **6** countries and **25** states.
- Enhanced employee engagement, optimized performance, and fostered a culture built on trust by providing expertise on various people-centric initiatives as a reliable consultant.
- Designed a scalable HR technology infrastructure at Wurl by streamlining and automating processes to enhance efficiency, while integrating global HRIS, payroll, total rewards, onboarding, offboarding, immigration, and the entire employee lifecycle.
- Directed significant investments in employee and managerial training to maximize impact, leading to over **70%** of employees' satisfaction with valuable insights gained from performance reviews.

The Grayspace Group, Roseville, CA (Remote)

January 2020 - December 2020

Managing HR Consultant

Established a digital marketing group by displaying expertise in internal communications and human resources. Devised and implemented training programs while conducting HR audits to enhance organizational efficiency. Utilized quantitative data to deliver customized solutions and offer recommendations for enhancing human capital initiatives.

- Developed proactive internal communications outlining the "new normal" post-2020 pandemic, conducted furloughs and terminations, and established comprehensive procedures, documentation, and communications.
- Collaborated with clients to cultivate internal communications, design effective organizational structures, and foster a thriving company culture.
- Successfully facilitated a swift pivot and strategic alignment of the **Covid-19** work-from-home strategy.

Cloud Haven, Dallas, TX (Remote)

August 2019 to January 2020

Chief Operations Officer

Drove successful audits and enhancements of client operational workflows while spearheading a dynamic marketing strategy to propel revenue growth. Implemented a comprehensive budget and performance measurement framework, while strategically realigning HR structure and service delivery to harmonize with organizational goals. Headed people operations by managing payroll and compensation planning and driving talent management efforts.

- Oversaw a burgeoning Salesforce consulting firm with a substantial operating budget of **5M** by collaborating with the CEO in the day-to-day operations
- Demonstrated exceptional leadership by effectively managing a team of **25** to drive organizational performance and efficiently handle day-to-day operations.

TotalRewards Software, Roseville, CA

November 2016 to August 2019

Director of Operations & People | Operations & Marketing Manager | Customer Success Manager

Led all business administrative functions, encompassing human resources, finance, and operations, while directly reporting to the CEO. Designed and implemented an exceptionally competitive total rewards program. Streamlined business procedures, resulting in cost reduction and a consistent track record of surpassing gross profit goals.

- Pioneered the creation of an organizational design and spearheaded the development of a talent management program, strategically supporting growth initiatives.
- Established and expanded technical and engineering departments in Manila, Philippines through the establishment of a new office.

Additional Experience

Founding Member – The Outlier Project - Freelance, Remote (2023 to Present)

Plant Manager – Aramark, Sacramento, CA (2014 to 2016)

Safety & Production Manager – Chemical Technologies International, Rancho Cordova, CA (2013 to 2015)

Education & Certification

Bachelor of Science in Neurology, Physiology & Behavior – University of California, Davis, CA

Professional of Human Resources (PHR), Certification (2020)

Professional Memberships

Society of Human Resource Management (SHRM), Active Member (2008 to Present)

Forbes Human Resource Council, Active Member (2022 to 2024)

Technical Proficiencies

Zenefits | Workday | BambooHR | Greenhouse | Lever | Rippling | Workable | Google Suite
Microsoft Office Suite | Asana | Jira | Monday | ADP | Gusto | Notion | Front | Google Teams | Slack