

First Last Name

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North Providence, RI 22222

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PROFESSIONAL SUMMARY

Talent Management professional with extensive internal mobility strategy planning, execution and early career program management. Program design and launch includes: DEI talent development, year round internship/co-ops, and early career STEM rotation programs. Collaborates with Talent Acquisition, Business Leaders, HRBPs, to design progressive experiences aligned to business goals. Effectively manages candidate attraction (internal/external), on-boarding, performance management, mentorship and D&I integration. Data management, continuous improvement and customer first mindset. Additional experience includes competency development, manager/employee coaching, and recognition initiatives. Passionate employee experience resource, influencing the attraction and retention of employees.

RELEVANT TALENT PROGRAM AND HR OFFERS EXPERIENCE

TKY Industries, Florence, RI

Talent Management – Program Manager

2013 - 2020

Lead TKY's U.S. based early career rotational development programs, and associated internal placement strategies, for engineering, supply chain, finance, human resources and commercial operations. Led the growth and management of the U.S. based Summer, Fall and Spring internship programs including conversion strategies to full time (FT). Executed an internal mobility program, In Play, to manage internal talent movement. Highlights:

- Led TKY intern program to be selected as **2019 Way Up Top 100 U.S. Internship program**
- Executed all phases of the employee experience: Attract, On-board, Develop, Feedback, Reward, Move-on
- Partnered extensively with Talent Acquisition (TA) on internal mobility and campus recruitment strategies
- Managed incubation team of TA, Talent Management and HRBPs to facilitate an internal mobility program – **In Play**
- U.S. lead for Marco Polo, a two year early career international mobility program for internal employees
- Team member promoting newly launched Open Talent Market – internal digital platform for job recruitment and projects
- Pioneered strategic Intern Conversion strategy resulting in a range of 35% - 43% annual conversion to full time roles.
- Facilitates/coaches managers on performance management model, processes, and other key initiatives
- Maintains all talent movement data from recruiting phase through to hire, on-boarding, development, etc.
- Managed significant headcount increase of early career talent: example - Intern increase: 60 to 325 in 2 years
- Created a program framework for "retirement ready" employees desiring to remain in an expert role part time
- Executes ongoing communications across the organization to ensure understanding of programs, policy and processes
- Established recognition as a career advisor across the TKY population, offering 1-1 career coaching and career webex's

TKY Industries, Florence, RI

Employee Engagement Program Manager for SE North America

2009 – 2013

Led TKY employee engagement activities within the North America region (U.S., Mexico, Canada). Partnered daily with business entities, HR Shared Services, Learning Solutions, Talent Management, Rewards, Benefits and Talent Acquisition to leverage tools and knowledge for the execution of employee development programs. Highlights include:

- Cross entity U.S. integration and education of **Total Employee Experience**, a career lifecycle framework, displaying all HR Offers within each phase of the employee lifecycle
- HR harmonization of all TKY global policies and programs to the U.S. American Power Conversion entity
- HR Integration of a U.S. based company acquisitions: HR systems, 22 HR policies and 37 company operational programs including American Express, Travel Portal, Recruiting, Auto Fleet, Recognition and On-boarding
- HR Communications author to managers/employees for annual process rollouts: performance review, merit, etc.
- Design and delivery of manager simulations to 400 University Relations New Hires, annually
- Program manager for the design/deployment of TKY Career Roadmaps

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XXX State University, Providence, RI

2008 – Present

Alumni Career Services Program Manager and Adviser – Part Time Evenings/Weekends

- Created and executed newly formed Alumni Career Service service-model, providing access to graduate students, recent graduates, mid-career and mature career Alumni, providing local and remote services
- Full range advice services include: preparing career campaign documents (resume, cover letter, portfolios), job search strategies, networking plan, LinkedIn profile development, interview/negotiation skills, elevator pitch, etc.
- Evaluates career service model services based on continuous feedback: NPS, targeted emails/, and discussions
- Provides insightful advice on transferable skills - coaching to the recognition, confidence and promotion of such skills
- Prepares career related content and self-service tools for the Alumni Career Services website and on-line magazine
- Develops annual report for the Alumni Association Board of Directors, presenting at every annual meeting
- Builds mentor relationships between Alumni and students

RELEVANT BUSINESS CONSULTING EXPERIENCE

Hasbro, Pawtucket, RI

2007 – 2009

Senior Level Performance Consultant: Operations and Strategy Workflows, Procedures, Education

- Consulted and led projects representing the development and roll-out of new or enhanced products, services and systems impacting Customers, Corporate function, and U.S. field locations.

PFIZER GLOBAL RESEARCH, Groton, CT

2004 - 2007

Stromberg Consulting Pfizer Team (NYC) - OD, Coaching, Change Management

- Competency Development and Education: analysis, design, development and roll-out of employee development program for expanding Pfizer Finance organization.
- Project Management Coaching: conducted coaching of Pfizer Finance managers in project management discipline.
- Pfizer Finance Global Facilitation – Finance Approval Process for Scientific Research Projects

Blue Cross Blue Shield RI, Providence, CT

Internal Performance and Management Education Consultant

2000

- 2004

- Partnered with senior leaders, managers and SMEs to assess organizational issues - pain points
- Identified root cause and facilitated performance solutions; brokered needed resources
- Design and facilitated strategy planning/execution offsites for Top 100 ALIAC leaders
- Nominated from business for start-up management education team: first line and second line manager education

EDUCATION

- Master of Science, Human Resource Management; **Rensselaer Polytechnic Institute**
- Bachelor of Science, Business Administration – **University of Rhode Island**