CHRISTOPHER TURNER

HUMAN RESOURCES MANAGER

CONTACT

c.turner@email.coms ✉
(123) 456-7890 ☎
Battle Creek, MI 📍
<u>LinkedIn</u> in

EDUCATION

Bachelor of Arts
Human Resources and
Society
Michigan State University
2012 - 2016
East Lansing, MI

SKILLS

SAP Analytics Cloud
UltiPro
Namely
Paycor
Zenefits
TinyPulse
TalentLMS
Reflektive
Jobvite
ADP Workforce Now

WORK EXPERIENCE

Human Resources Manager

Kellogg Company
2021 - current / Battle Creek, MI

- Leveraged predictive analytics using SAP Analytics Cloud to forecast hiring needs and optimize workforce planning, contributing to a <u>**$17,433 reduction in recruitment costs**</u>.
- Deployed Namely's time-off management feature, automating leave tracking and approvals, which led to a 6% decrease in administrative overheads.
- Initiated a review cycle using Reflektive, aligning employee objectives more closely with Kellogg's strategic goals with a 22% rise in meeting departmental targets.
- Integrated Zenefits' performance management tools to revamp the employee review process, uplifting the completion rate of performance evaluations to 98%.

Employee Relations Specialist

Stryker Corporation
2018 - 2021 / Kalamazoo, MI

- Executed a quarterly audit process using Paycor reports, resolving discrepancies which <u>**cut down payroll discrepancies by 87%**</u>.
- Optimized the time and attendance tracking system with ADP Workforce Now, reducing 19 unaccounted work hours for a more accurate billing system for projects.
- Established a structured feedback loop using TinyPulse, boosting positive feedback from employees by 42%, enhancing the organizational culture.
- Created training sessions on workplace ethics, diversity and inclusion, and stress management, leading to a 38% decrease in reported workplace conflicts.

Talent Acquisition Specialist

Steelcase
2016 - 2018 / Grand Rapids, MI

- Incorporated UltiPro to automate and streamline recruitment workflows, shrinking the time-to-hire by 17 days for key positions.
- Conducted labor market research to adjust salary bands to ensure the company stays competitive in the market, <u>**slashing turnover rates by 21%**</u>.
- Developed an interactive candidate orientation module in TalentLMS, improving candidate experience scores by 26% and positively impacting employer branding.
- Implemented Jobvite to audit and optimize current, achieving a 13% decrease in cost per hire.