Monica Reyes

HR Manager

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SUMMARY

HR manager with 9 years in manufacturing and healthcare, leading HR for 650 employees across 2 plants and an office. Cut first-year turnover on the production floor from 48% to 29% and runs employee relations, performance and compensation cycles. SHRM-CP.

EXPERIENCE

HR Manager — Bayshore Precision Parts

Tampa, FL · Mar 2021 – Present

- Led HR for 650 employees across 2 manufacturing sites and an office, managing a team of 3 HR generalists.
- Cut first-year turnover on the production floor from 48% to 29% with structured onboarding and 30-60-90 day check-ins.
- Rolled out a new performance review cycle in Workday to 70 managers, with 96% completion in the first round.
- Handled about 60 employee relations cases a year, from investigations to performance plans, with no adverse agency findings.

HR Business Partner — Clearbay Health Plans

St. Petersburg, FL · Jun 2017 – Feb 2021

- Advised 4 department heads supporting 350 employees on workforce planning, compensation and performance management.
- Ran the annual merit and bonus cycle for 350 employees within a 3.5% budget.
- Cut time to hire for clinical roles from 52 to 34 days by redesigning the interview process with recruiting.

SKILLS

HR: Employee relations, investigations, performance management, compensation cycles, onboarding, HR policy, FMLA and ADA

Systems: Workday, ADP Workforce Now, BambooHR, Excel

Strengths: Manager coaching, change management, HR metrics and reporting

CERTIFICATIONS

SHRM Certified Professional (SHRM-CP), 2019

EDUCATION

B.S. Human Resource Management, University of South Florida, 2017

Fictional example by FindAJobAI: the person, employers and numbers are invented.