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PROFESSIONAL EXPERIENCE

AMERICAN AUTO SYSTEMS,
Jefferson, Michigan

April, 2002 - present

The leading independent supplier of automotive exhaust systems with over \$3 billion in sales and more than 10,000 employees in 13 countries.

Human Resources Director
Adams, Michigan

September, 2007 to present

As a member of the Corporate Headquarters HR Team, responsible for strategic management of policies and procedures, international human resources, staffing, employee relations, compensation planning, HRIS, and training during a company sales growth period of from \$500 million to \$3 billion. Support over 3,200 employees, manage a staff of six and report to the Chief Human Resources Officer.

- Installed a top down communications program to prepare the organization for significant growth through product line expansion and acquisition.
- Reduced cost per hire by efficiently using HRIS database information to heighten awareness of internal employee skills and experience.
- Designed a pay-for-performance compensation philosophy, structure and executive compensation package to align performance with organizational goals.
- Established a continuous quality improvement program for the human resources department to foster customer-focused employee teams.
- Co-led a feasibility study of joint venturing a child care program among local business.

Human Resources Manager
Lincoln, Indiana

April, 2002 to September, 2007

Managed the human resources function for two non-union manufacturing facilities. Responsibilities included hiring hourly and salaried employees, employee relations, succession planning, facilitating team meetings, safety and training. Supported 250 employees, managed a staff of three and reported to the Plant Manager.

- Planned and implemented the opening of a new concept manufacturing facility, including hiring over 150 employees in six weeks and implementing a team-based pay system.
- Developed and implemented safety committees to minimize accidents and improve morale.
- Participated in implementation of the Six Sigma program.
- Designed and implemented a performance appraisal program which linked individual performance with operating profits. Received a special merit award.

HOME BUILDERS, Inc.,
McKinley, Indiana

June, 1996 to April, 2002

An award winning residential builder with over \$600 million revenue and 1,100 employees in 14 states.

Human Resources Manager—Midwest Region

June, 1998 to April, 2002

Responsibilities included providing decision support to a three state region of field personnel in hiring, performance issues, retention, training, and exit interviews. Delivered programs to increase awareness with safety issues, sexual harassment, and workplace violence. Supported 550 employees, managed a staff of two and reported to the Regional President. Position eliminated due to acquisition by Big Home Builders.

- Designed a safety program, resulting in a 90% reduction of worksite injuries.
- Improved site superintendent's awareness of people management issues and labor laws with decision support via communication and feedback.
- Reduced turnover by 60% by implementing an attendance incentive program.

Human Resources Generalist - Michigan Division

June, 1996 to June, 1998

Supported the Human Resources Manager with responsibility for recruiting, employee relations, benefits administration and performance reviews in a multi-location, 300 employee division.

- Developed a database to organize incoming resumes
- Prepared reports on headcount and turnover
- Developed and implemented a campus recruiting program for hiring college graduates from top schools.

**US NATIONAL BANK
Wilson, Michigan**

June, 1991 to June, 1996

A \$2 billion regional commercial bank with offices throughout the Midwest.

Human Resources Sr. Generalist—Retail Division

October 1994 to June, 1996

Reported to Division Human Resources Manager and responsible for employee relations, staffing, performance review, training and development for a 230 employee 15 branch banking operation.

Human Resources Specialist—Corporate Headquarters

May, 1993 to October, 1994

Managed compensation programs for exempt and non-exempt employees. Assembled and analyzed salary survey data. Reported results to senior managers.

**Human Resources Generalist—Corporate
Headquarters**

June, 1991 to May, 1993

Hired and selected for a three year Management Development program which included six month rotations in several line departments and business units.

EDUCATION/AFFILIATIONS

Michigan State University—Master Science Industrial Relations,
Magna Cum Laude, 1991

University of Michigan—Bachelor Science, Business Administration, Cum Laude, 1989

Member—Society of Human Resources Management

Member—Human Resources Association of Greater Detroit