

TARA WILLIAMS

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SENIOR HUMAN RESOURCE MANAGEMENT

IMPROVING EMPLOYEE CULTURE | STRENGTHENING EMPLOYEE RELATIONS | INCREASING OPERATIONAL EFFICIENCY

Results-driven executive with extensive experience in full scope of human resources management and employee relations strategies. Highly influential and politically astute—proven success in partnering with senior management critical business initiatives that operations, diversity, recruitment and compliance. Repeatedly recruited to lead turnaround, revitalization and reengineering efforts that resulted in double-digit cost savings.

- ✓ Ability to understand business priorities and translate them into viable HR agenda
- ✓ Expertise in developing human resource functions that captures both strategic and operational objectives
- ✓ Deep experience navigating complex, matrix organizations and interfacing with key stakeholders

HUMAN RESOURCE LEADERSHIP EXPERIENCE & PERFORMANCE HIGHLIGHTS

GENERAL OPERATIONS CORPORATION – Falls Church, VA | 2003 to present

DIRECTOR, EEO & HUMAN RESOURCES (2005-present)

Promoted to senior HR leadership role—charged with engineering new standard operating policies, systems and processes to expedite company's response to changing marketing conditions, diversity strategies, and evolving business situations.

- **TURNAROUND MANAGEMENT:** Pioneered turnaround, operational improvement and automation strategies that eliminated outdated processes and manual tasks;
 - Efforts generated significant costs savings, increased data accuracy and strengthened overall efficiency.
 - Reviewed existing employee benefits, restructured sick time allotment and avoided \$210K in costs.
 - Grew corporate equality index over 200% in just 4 years; from 40 to 85 score.
 - Revised expat benefits package and cut costs 30% by incorporating “perks” based on local country's cost of living index.
 - Established system reporting and EEO/HRIS collaboration processes that reduced cycle time 25%.
- **DIVERSITY STRATEGY:** Engaged Chairman and CEO, Board of Director members and executive staff to increase participation at national diversity conferences and award programs.
 - Drove digital strategy for company-wide job postings, diversity recruiting events and other activities to increase access to viable, qualified pool of candidates.
 - Developed strategic partnerships with key organizations, professional associations, and diversity-related groups to enhance diversity recruitment efforts—successfully increased diverse employee pool 75%.
- **OPERATIONAL IMPROVEMENT:** Instituted new performance management system that effectively linked individual performance to overall executive-level goals and corporate objectives.
 - Installed first management compensation program for non-executive employees to attract higher qualified candidates without drastically increasing recruitment and compensation costs.

