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| **Anthony Gentile**  HR Manager Resume |

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| **CONTACT INFORMATION**  (123) 456-7890  anthony@example.com  New York, NY 12345  linkedin.com/in/your name |  | **EDUCATION**  Bachelor of Science (BS) Human Resource Management Syracuse University, Syracuse, NY  2016 |
| **OBJECTIVE STATEMENT**  Service-oriented HR Manager with seven years of experience. Strong background implementing HRIS technologies to make companies more efficient and effective. Naturally curious and committed to gaining and applying new expertise.. | **EXPERIENCE**  **HR Manager** Delta Dental, New York, NY  October 2018 to Present  Largest dental practice in New York City with 1,000+ employees   * Manage administration and dispersal of $5M+ in annual benefits and compensation * Lead employee resource group and plan events to drive engagement, which has improved retention by 30% * Oversee all HR functions, lead the response to any labor or compensation issues, drive recruitment initiatives, and manage employee onboarding * Set overarching strategy for employee relations and cross-functional collaboration for support staff who work remotely   **Assistant HR Manager** Avail Dental Insurance, New York, NY  June 2016 to October 2018  Boutique insurance firm with 100+ employees   * Served as point of contact for HR matters and found solutions to employee conflicts and compensation issues, reducing talent turnover rate by over 25% * Helped hire and train over 15 new employees * Created a new performance appraisal system * Standardized training processes * Created a database to increase knowledge sharing |
| **LEADERSHIP/VOLUNTEER**   * Employee Relations * HR Administration * HRIS Technology * Payroll Administration * Process Improvement * Talent Acquisition   **CERTIFICATION**  Professional in Human Resources (PHR) Human Resource Certification Institute (HRCI)  2017 |