

# VENICE PERSILVER

Employee Relations Specialist

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## PROFILE

Employee Relations Specialist with 2 years of experience in effectively managing and resolving workplace conflicts, fostering positive relationships between employees and management, and ensuring compliance with company policies and labor regulations. Proficient in conducting investigations, mediating disputes, and providing guidance on employee-related matters. Adept at implementing employee engagement initiatives, promoting a supportive work environment, and contributing to overall organizational success.

## LINKS

[linkedin.com/in/venicepersilver](https://www.linkedin.com/in/venicepersilver)

## SKILLS

Mediation

Negotiation

Conflict Resolution

Communication

Empathy

Active Listening

Problem Solving

## LANGUAGES

English

Indonesian

## HOBBIES

## EMPLOYMENT HISTORY

### ● Employee Relations Specialist at Louisiana Pacific Corporation, LA

Apr 2023 - Present

- Successfully resolved over 300 employee relations cases in a year, resulting in a 95% satisfaction rate among employees and a 20% reduction in disputes.
- Implemented a new employee engagement program that increased engagement scores by 15% within the first six months, leading to higher retention rates and improved workplace culture.
- Conducted thorough investigations into 50+ complaints of harassment and discrimination, leading to the implementation of new policies and training programs that reduced such incidents by 30% in the following year.
- Streamlined the onboarding process for new hires, reducing the time spent on administrative tasks by 40% and increasing overall satisfaction among new employees by 25%.

### ● Associate Employee Relations Specialist at Entergy Louisiana, LA

Jul 2021 - Mar 2023

- Successfully resolved over 150 employee relations cases in a year, resulting in a 95% satisfaction rate among employees and contributing to improved workplace morale.
- Implemented a new conflict resolution process that reduced the average case resolution time by 30%, enabling the company to address employee concerns more efficiently.
- Conducted 50+ training sessions on topics such as workplace harassment, diversity, and inclusion, leading to a 40% decrease in reported incidents and fostering a more inclusive work environment.
- Developed and executed a comprehensive employee engagement strategy that increased participation in company events by 25%, boosting employee morale and strengthening team cohesion.

## EDUCATION

### Bachelor of Arts in Human Resources Management at Louisiana State University, Baton Rouge, LA

Aug 2016 - May 2021

Relevant Coursework: Organizational Behavior, Recruitment and Selection, Training and Development, Compensation and Benefits, Labor Relations, Employment Law, HR Information Systems, and Performance Management.

## CERTIFICATES