

 (212) 555-1832

 rachel.li@gmail.com

 New York, NY

EDUCATION

Master of Arts in International Business

Columbia University, Graduated: May 2007

Bachelor of Science in Human Resources Management

New York University, United States, Graduated: May 2005

Certifications

- **Global Professional in Human Resources (GPHR)**, HR Certification Institute | September 2020
- **Certified Global Mobility Specialist (GMS)**, Worldwide ERC | January 2019

SKILLS

- Global HR strategy and operations
- Expatriate management and international relocations
- Cross-cultural team leadership and integration
- International employment law compliance
- Benefits and compensation management
- HR data analytics and reporting

LANGUAGES

- Mandarin (Fluent)
- Spanish (Conversational)

AWARDS

- HR Excellence Award, International Technologies Corp. | 2020
- Global Leadership Award, Global Innovations Ltd. | 2014

RACHEL LI

GLOBAL SENIOR HR MANAGER

PROFESSIONAL SUMMARY

Dynamic Senior HR Manager with international experience in managing HR functions for global organizations. Proven expertise in leading HR operations across diverse cultural environments, implementing cross-border HR policies.

EXPERIENCE

- March 2015 - Now

Global Senior HR Manager

International Technologies Corp. / New York, NY

- Lead operations across 15 countries, managing over 3,000 employees.
- Collaborate with regional HR leaders to address employee relations issues.
- Manage expatriate programs, including relocation, compensation packages.
- Oversee global benefits structures, ensuring competitiveness and equity.

- July 2010 - February 2015

HR Manager - International Operations

Global Innovations Ltd. / New York, NY

- Managed HR analytics and worked with senior leadership to identify trends.
- Provided guidance on global employment laws and worked with legal teams.
- Drove process improvements that resulted in a 15% reduction in onboarding.

- May 2007 - June 2010

HR Assistant

NYC HR Solutions / New York, NY

- Assisted in recruitment, benefits administration, and onboarding.
- Coordinated international training and development programs.

VOLUNTEER WORK

- 2018 - Now / Global HR Initiative for Education

HR Volunteer Consultant

- Offer pro bono HR consulting for non-profit organizations in emerging markets to enhance recruitment strategies and employee retention.
-

Develop free resources and workshops on cross-cultural HR practices for international teams.