



Natalie Hughes

Contact

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About Me

I am an HR manager with 15 years of progressive experience directing talent acquisition, employee relations, performance management, and organizational development across mid-size and large organizations. I design and implement HR strategies that support growth and regulatory compliance, including workforce planning, compensation and benefits admin

Skills

- Talent Acquisition
- Employee Relations
- HR Strategy
- Performance Management
- Compensation
- HR Policies
- Training
- HRIS (Workday)

Education

- **Bachelor of Human Resource Management**
University of Washington 2011
- **Certifications: SHRM-CP; PHR**

Experience

- **Senior HR Manager** 2022 - Present
Apex Global Services
Lead HR programs for a 500+ employee population across multiple functions.
- **HR Manager** 2019 - 2022
Horizon Technology Group
Managed end-to-end HR operations including recruitment, onboarding, policy development and compliance for a rapidly scaling technology organization.
- **Human Resources Business Partner** 2017 - 2019
BrightCore Systems
Partnered with business leaders on workforce planning, organizational design and change management during a company restructuring.
- **HR Generalist** 2015 - 2017
Meridian Corporate Services
Managed recruitment and onboarding operations, maintained HR documentation and compliance records, and coordinated employee engagement programs.
- **HR Coordinator** 2013 - 2015
Nova Digital Solutions
Supported recruitment coordination and candidate screening, maintained HRIS data, and assisted with training and onboarding programs to improve new hire time-to-productivity.
- **HR Assistant** 2011 - 2013
University Administrative Services
Provided HR administrative support including onboarding, record keeping, and recruitment advertising; maintained accurate employee documentation and HR reports.

References

Michael Carter

VP Human Resources / Apex Global Services

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Sophia Reynolds

Director of Operations / Horizon Technology Group

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Experience Details

● Senior HR Manager

2022 - Present

Apex Global Services

Lead HR programs for a 500+ employee population across multiple functions. Developed and implemented a performance management framework that increased retention by 15% and clarified promotion pathways. Directed recruitment strategy for leadership and technical roles, improving time-to-fill and candidate quality metrics.

● HR Manager

2019 - 2022

Horizon Technology Group

Managed end-to-end HR operations including recruitment, onboarding, policy development and compliance for a rapidly scaling technology organization. Built leadership development and training programs that improved productivity and reduced voluntary turnover. Led compensation benchmarking and benefits administration.

● Human Resources Business Partner

2017 - 2019

BrightCore Systems

Partnered with business leaders on workforce planning, organizational design and change management during a company restructuring. Handled employee relations, investigations and conflict resolution to restore team performance. Implemented performance management improvements and supported roll-out of talent development initiatives aligned to business objectives.

● HR Generalist

2015 - 2017

Meridian Corporate Services

Managed recruitment and onboarding operations, maintained HR documentation and compliance records, and coordinated employee engagement programs. Administered benefits and supported performance review cycles.

● HR Coordinator

2013 - 2015

Nova Digital Solutions

Supported recruitment coordination and candidate screening, maintained HRIS data, and assisted with training and onboarding programs to improve new hire time-to-productivity.

● HR Assistant

2011 - 2013

University Administrative Services

Provided HR administrative support including onboarding, record keeping, and recruitment advertising; maintained accurate employee documentation and HR reports.