

Sherri Goldstein
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Summary: Manager with experience in growing high tech companies. Expertise in establishing systems and procedures, development of corporate-wide policies, executive and organizational development, change management, negotiating contracts, and recruitment and retention of staff in team-oriented work environments.

Experience:

Cratos Networks Acton, MA
Cratos designed and developed optical networking solutions for the Metro and Long Haul markets.

- Director of Human Resources** 3/2001 to 2/2003
Responsible for Human Resources and Administration for headquarters and satellite office.
- Executive coach and partner to Senior Management team
 - Coach managers and advise employees on all manner of employee relations issues
 - Establish policies, procedures and systems for human resources, recruiting and administrative functions
 - Ensure legal compliance of all human resources policies and practices
 - Manage full life cycle of recruitment process
 - Design and implement performance management system
 - Review and implement benefit plans resulting in cost savings for company
 - Analyze and make recommendations for current and prospective employee compensation packages
 - Responsible for payroll process, HRIS and 401K plan administration

STAR Information Technology Medfield, MA
STAR is a technology consulting firm specializing in enterprise workflow, CRM and Portal solutions.

- Director of Staffing and Administration** 2000-3/2001
Responsible for Human Resources and Office Administration.
- Primary strategic HR resource and business partner
 - Counselor and coach to Executive team as well as functional staff
 - Drive recruitment process
 - Design and establish human resources and recruitment standards, processes and practices
 - Enhance and manage compensation and benefits programs
 - Mentor and coach management on employment and recruitment issues
 - Ensure company compliance to governing laws and regulations

Politzer & Haney, Inc. Newton, MA
P&H is a full software solution Business-to-Business E-Commerce provider of corporate electronic banking services.

- Director of Human Resources and Administration** 1999-2000
Responsible for Human Resources, Administration and IS departments in multiple locations.
- Business partner and executive coach to Senior Management
 - Mentor and coach managers on interviewing techniques, management communication and employee relations