

SARA G. HARRIS
355 South York Avenue

Home: (212) 555-2351

New York, New York 10483

Office: (212) 555-3320

EXPERIENCE

Amrock, New York

1996 – Present

Management Development Associate. In-house Corporate Human Resources consultant. Developed, designed and implemented vehicles to enhance professionalism within Amrock worldwide. Accomplishments include:

- Executive Development – Created and implemented nomination process whereby top performers are selected to attend Executive Education programs. Coordinated the entire process, serving as a liaison between the university and participants to ensure appropriate match.
- High Potential Development – Initiated database to: identify and source candidates for potential job assignments, track institutional process and follow up on development plans.
- Focus Groups – Assessment of Development Needs – Managed all aspects of project design and implementation: met with senior management, prepared protocol, conducted sessions with over 120 HR professionals both in the U.S. and Europe, and analyzed and integrated data.
- Questionnaire Development – Designed feedback instrument for HR professionals worldwide to elicit recommendations on key HR development needs.
- Program Development – Research and designed seminars for senior human resources offsite. Including compensation seminars on Incentive Plan Design, Long Term Incentive and Tax Effective Comp. Coached presenters through feedback sessions.

Golden Bo Tree East Co., Ltd., Bangkok, Thailand

1995

Organization Development Consultant. Process consultant to senior management on cross-cultural issues around goal clarification, decision-making, and team building. Resulted in improved organizational effectiveness in adapting to Thailand business demands.

Actor

1987 – 1993

Education

Columbia University , New York, New York Master of Arts – Organizational Psychology Awarded Academic Scholarship – 3.7 G.P.A.	1995 - 1996
New York University , New York, New York Master of Arts – Counseling Psychology Awarded Academic Scholarship – 3.6 G.P.A.	1993 - 1996
Utah State University Bachelor of fine Arts – Acting Awarded Full Tuition Scholarship	1983 – 1987

PUBLICATIONS

A Case study: Organization Development in Health Care System

New York University Psychology Quarterly –
September, 1995

ADDITIONAL INFORMATION

Languages: Thai

Affiliations: American Psychological Association, NY Organization Development Network

Computer Skills: Mac OS, software – Microsoft office '98; SPSSX

After “Resume”

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Management/Organization Development Specialist

**Over 8 years of development and stand-up experience
Financial, Entertainment and Exporting Industries**

<ul style="list-style-type: none"> • Proven Consulting expertise in: 	
<ul style="list-style-type: none"> • Executive and High Potential Development 	<ul style="list-style-type: none"> • Needs Assessment
<ul style="list-style-type: none"> • Organizational Research 	
<ul style="list-style-type: none"> • Two masters' degrees in Organizational and counseling Psychology • Extensive exposure in Southeast Asia; fluent in Thai 	

Professional Experience

Amrock, New York

1994 – Present

**Manager of Management Development
In-house Corporate Human Resources Consulting. Developed, designer and implemented vehicles to enhance the professionalism of over 2,000 officers worldwide.**

Accomplishments include:

- **High-Potential Development**
Assess and identify top performers to: meet specific business talent needs, attend Executive University programs, and facilitate succession planning.
- **Executive Development**
Created and implemented nomination process whereby top performers are selected to attend executive education programs. Coordinated the entire process, serving as a liaison between the university and participants to ensure appropriate development match.
- **Focus Groups – Assessment of development Needs**
Managed all aspects of project design and implementation: met with senior management, prepared protocol, conducted sessions with over 500 officers throughout the U.S. and Europe, and analyzed and integrated data
- **Organizational Research**
Use of statistical and research design (SPSSX) to conduct surveys, climate studies, turnover studies. Designed feedback instrument for HR professional worldwide to elicit recommendations on key training needs.
- **Program Development**
Researched and designed seminars for senior offsite. Included compensation seminars on Incentive Plan Design, Long Term Incentive and Tax Effective Compensation. Coached presenters through feedback sessions.