

Marie A. Zolezzi

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Summary

Energetic, hands on consultant who prioritizes professionalism in the workplace. 20 years of experience in human resources leadership. Able to successfully assess the needs of organizations and create plans and procedures to benefit the business. Develops and streamlines business planning efforts, coordinates training programs, identifies and improves employee relations challenges and provides executive coaching. Effortlessly manages the re-engineering of Human Resources department goals and practices ensuring alignment with business goals and objectives.

Professional Experience

ZM Ventures, Inc.

1993 – Present

Independent consultant, founder and CEO. Delivers individualized Human Resources support and business consultation; performs M&A pre due diligence and post assimilation. Conducts legal compliance reviews and investigations. Proficient in monitoring and improving employee relations by developing and streamlining policies and procedures. Experience with both small, start-up companies and more mature companies.

Sun Microsystems, Mountain View, CA.

Human Resources Director, North American and Australian Field Operations. Reviewed talent, analyzed diverse needs, developed programs for succession planning and workflow, focused on customer service, and supervised a staff of six employees.

Human Resources Manager, Product Development/Software Technology Enterprises. Supported the SET engineering organization and acting HR manager of the NET engineering organization. Involved in product marketing, quality assurance, sales, and business development. Communicated with international client groups in Mountain View, Billerica, Montreal, and Grenoble. Supervised a staff of seven employees.

Amdahl Corporation, Sunnyvale, CA.

Human Resources Specialist, Staff Compensation. Participated in an 18-month assignment and provided compensation services to U.S. Customer Services. Evaluated positions, allocated salaries, developed action plans and lead geographic and differential project and Regional Systems Engineer job analysis project.

Employee Relations Representative, Staff. Provided employee relations support for Customer Information Services and Facilities client groups by delivering compensation support, organizational development plans, and management training.

Employee Relations Representative, Sr. Supported Santa Cara manufacturing three-shift operation. Focused on employee relations, employee compensation issues, assisting management development, creating training programs and defining manpower requirements.

First Interstate Bank, Fremont, CA.

Assistant Vice President and Manager, Northern California Operations. Managed human resource function for salaried and non-exempt workforce. Reorganized and focused the HR department to be responsive to user units, developed automated Personnel Inquiry System, supervised a staff of four.

Wells Fargo Bank, San Francisco, CA.

Assistant vice President and Manager, Consumer Marketing. Administered personnel policies and procedures for a 500-employee organization. Responsible for employment, salary and benefits administration, and employee relations. Managed a staff of two employees

Assistant Vice President, Consumer Service, Oakland, CA. Participated in the reorganization of the division by improving HR effectiveness, introduced new employees orientation package, wrote relocation and commute policy, managed incentive plans, and conducted productivity analysis. Responsible for a \$15.5 million profit plan.

Job Analyst, San Francisco, CA. Identified competitive labor markets, conducted surveys, and determined exemption statute and EEOC job categories.