ROSA WALSH

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SUMMARY OF QUALIFICATIONS

- Generalist HR professional who enjoys practical, people-first policy work.
- Experience across 3 employers, most recently as HR Generalist at Corran Hotels.
- Trusted adviser to line managers on day-to-day employee relations.
- Known for clear communication with colleagues and for following work through to the end.

EDUCATION

University of Amsterdam — **Amsterdam**

BA Human Resource Management — *2022*

PROFESSIONAL EXPERIENCE

Corran Hotels — **Dublin**

HR Generalist — *Oct 2025 – Present*

- Coordinated the move to a new performance review cycle across five departments.
- Ran the annual pay review data and checked every letter before it went out.
- Handled TUPE paperwork for a team joining from an acquired business.
- Rewrote the employee handbook and got it signed off by the leadership team.
- Advised line managers on absence, capability and disciplinary processes in line with policy.

Westfield Engineering — **Dublin**

HR Advisor — *Aug 2024 – Jul 2025*

- Handled employee relations cases from first meeting to outcome letter for a site of 9 staff.
- Kept personnel records and right-to-work checks accurate ahead of two external audits.
- Ran exit interviews and turned the themes into a quarterly retention report.
- Organised wellbeing weeks and quarterly engagement surveys and reported the results.

Ardent Manufacturing — **Dublin**

HR Assistant — *Oct 2022 – May 2024*

- Ran payroll inputs for monthly and weekly paid staff and fixed errors before cut-off.
- Supported two restructures, including consultation meetings and documentation.
- Built a training matrix so managers could see mandatory training gaps.

INITIATIVES

Line manager training programme

- Planned and delivered it alongside day-to-day work, with a written plan and agreed success measures.
- Shared the results with the wider team and kept the documentation up to date.

Hybrid working policy rollout

- Planned and delivered it alongside day-to-day work, with a written plan and agreed success measures.
- Shared the results with the wider team and kept the documentation up to date.

RESEARCH & PUBLICATIONS

A case study of shift scheduling — **2021**

- Short paper shared internally and at a local meetup.

TECHNICAL SKILLS

HR systems & practice: Hiring pipeline management
General: Microsoft Office, Excel, Payroll basics, Employment law
Languages: English (Fluent)

SuccessFactors

CERTIFICATIONS

- CIPD Level 5 Associate Diploma
- Mental Health First Aider

EXTRA-CURRICULAR ACTIVITIES

- Volunteer at a local food bank twice a month.
- Mentor for a school careers programme, helping students with CVs and mock interviews.
- Organiser of a monthly running club with around 30 members.

REFERENCE

Lars Sharma
HR Director, Vale Logistics
Contact: lars@example.com