

Isis Suria Medina

Pembroke Pines, FL 33029 | [LinkedIn.com/in/isis-suria](#)

Vice President of Human Resources

Accomplished and visionary executive implementing strategic initiatives to enhance performance, drive employee engagement, resolve ongoing issues, manage cost, and ignite growth. A dedicated and respected leader with unique perspective and strong belief human capital is the organization's most important asset. Authentic thought leader collaborating across levels and functions to build cooperative and productive workplaces. Adaptable and flexible, thriving in fast-paced, evolving environments. Meeting challenges to balance business goals with employee requisites.

KEY STRENGTHS

Organizational Development
Regulatory Compliance
Policy & Process Development
Benefits & Compensation

Creative Problem-Solving
Employee Relations / Diversity
Coaching & Mentoring
Payroll Management

M & A/ Change Management
Succession Planning & Execution
Union Contract Negotiations
Conflict Resolution & Intervention

PROFESSIONAL EXPERIENCE

Regional Director, Human Resources | Harvard Maintenance, Inc., Fort Lauderdale FL | January 2022 – Present

Business Partner with senior management and branch management to implement new processes, support policies, cost reduction, and develop programs to enhance productivity and employee experience. Delivering strong leadership of all local Human Resources practices for the Southeast region, supporting union and non-union personnel. Actively engaged in the expansion of new partnerships and merger of new acquisitions. Responsible for all Employee Relations, crisis intervention, conflict resolution, grievance mediation and all Human Resources related activities including but not limited to Budgeting, staffing, and recruiting, regulations compliance, training, litigation representation.

Vice President, Human Resources | Amerijet International Airlines, Miami, FL | May 2000 – Jun 2021

Partnered with senior management to implement and support internal policies, practices, and programs. Delivered strong leadership of all Human Resources (HR) and payroll functions for multi-state, worldwide airline with 1.2K+ union and non-union employees. Led local HR policy and procedure development, implementation, and administration for all domestic and international sites. Actively contributed to defining long-range vision for company expansion and strategic planning. Headed response team for crisis interventions and conflict resolutions. Represented company in labor-related court appearances. Directed labor relations committee. Acted as grievance mediator.

- Led company team to four successfully negotiated labor contracts. Annually engaged in health insurance plan negotiations, consistently delivering minimal to no cost increase for company or employees.
- Played major role in M&A ensuring seamless integration and alignment by following HR strategies including due diligence, risk assessment, and budgets.
- Transformed HR staff of 17 separated by department into one cohesive HR team. Realigned structure to include 10 HR Specialists and one generalist. Reviewed existing disparate procedures and developed universal processes and policies aligned with owner vision for one communicative, impactful HR team. Reduced labor-related claims 82%.
- Facilitated worldwide company operations during 2020 peak of COVID-19 by swiftly assembling task force and planning strategies to address pandemic impacts. Developed all processes, policies, and procedures. Established testing protocols and contacted applicable airports, hotels, and labs to learn local strategies. Broadcast policies to drive compliance with regulations and local laws.
- Streamlined payroll processing to accommodate newly acquired government contracts. Correcting errors of existing provider required manual calculations and generated unbudgeted overtime. Contracted with new provider and negotiated implementation time from 180 days to 60. Successfully led system installation and completed project on time with strong teamwork and motivation.

Director, Human Resources | Clerk of Circuit and Broward County Court, Ft Lauderdale, FL | Aug 1992 – Mar 2000

Developed, administered, and maintained HR and management systems for multi-facility agencies of 700+ union and non-union personnel. Oversaw all HR functions, including compensation, benefits, equal employment opportunity (EEO), industrial engineering, training, recruitment, retention, workers compensation, litigation, payroll, policy development, and employee assistance programs.

- Successfully applied diplomacy and strong interpersonal skills to execute high-profile position reporting to local elected official. Established personal role as sole point of contact for all local politicians. Dedicated four hours per week to community matters. Policy success drove other directors to employ the same practices to liaise effectively with local officials and minimize politician contact.
- Proactively completed union relations and negotiation training to learn best practices for managing unionized workplace. Developed positive relationship with union, resolved grievances, and represented department in contract negotiations.
- Annually negotiated health insurance plans, consistently delivering minimal to no cost increase for department or employees.
- Earned Sterling Award for Quality Achievement in Human Resources in public sector.

EDUCATION & CREDENTIALS

Bachelor of Science (BS), Psychology/Management | California State University Fullerton

Certifications and Professional Development

Negotiating Labor Agreements | Harvard Law School

Implementing and Sustaining Negotiated Labor Agreements | Harvard Law School

Notary Public | State of Florida

Public Management, Labor Relations | Broward County Court

The Four Roles of Leadership | Franklin Covey

Skills

Office 365, HRIS (ADP, Paycom) Excel, PowerPoint