

JESSE MARTIN

Account Manager

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LinkedIn | Portfolio

HR generalist with six years of experience supporting recruitment, compliance, and employee relations. Adept at streamlining onboarding, managing benefits, and advising managers on performance matters. Committed to building inclusive and compliant workplaces.

Professional Experience

- May 2019 - Present

HR Generalist

BrightPath Technologies | Raleigh, NC

 - Reduced average time-to-hire by 22% through process optimization and stronger job ad targeting
 - Rolled out new benefits enrollment system that cut processing errors by 87% within the first quarter
 - Advised leadership on performance and documentation protocols, reducing legal risk across departments
- July 2017 - April 2019

HR Assistant

Axis Health Group | Durham, NC

 - Coordinated onboarding and exit procedures for over 150 employees annually across three locations
 - Maintained employee records and conducted monthly compliance audits with zero noted discrepancies
 - Supported open enrollment and responded to daily benefit inquiries with a 98% resolution rate

Education

- May 2017

Bachelor of Science (B.S.) in Human Resource Management

North Carolina State University | Raleigh, NC

Key Skills

- Benefits administration
- Compliance audits
- Employee investigations
- HRIS systems
- Recruiting and onboarding

Certifications

- SHRM Certified Professional (SHRM-CP)**

2021
- Professional in Human Resources (PHR)**

2020