

# Raynelle Truman

Onboarding Specialist

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☎ (187) 048-7802

📍 Lowell, MA

## Education

### Associate of Arts in Human Resources Management at Quinsigamond Community College

Nov 2012 - May 2017

Relevant Coursework:  
Organizational Behavior, Employment Law, Human Resource Management, Labor Relations, Compensation and Benefits, Training and Development, and Business Ethics.

## Links

[linkedin.com/in/raynelletruman](https://www.linkedin.com/in/raynelletruman)

## Skills

Change Management

Stakeholder Engagement

Process Optimization

Strategic Planning

Data Analysis

Leadership Development

Cross-Functional Collaboration

Continuous Improvement

## Languages

English

Indonesian

## Profile

Strategic leader with 8 years of experience in onboarding, adept at enhancing employee integration. Expert in creating seamless processes, fostering engagement, and driving retention. Proven track record of aligning onboarding strategies with organizational goals for maximum impact.

## Employment History

### Onboarding Manager at LinkedIn, MA

May 2025 - Present

- Spearheaded the onboarding process redesign, decreasing new hire ramp-up time by 25% through tailored training modules and efficient resource allocation.
- Led a cross-functional team of 10 in implementing a digital onboarding platform, enhancing user engagement by 40% and reducing manual paperwork by 60%.
- Strategically collaborated with senior leadership to align onboarding initiatives with company goals, resulting in a 15% improvement in employee retention within the first year.
- Developed and executed data-driven strategies to optimize orientation sessions, achieving a satisfaction score increase of 30% among new employees.
- Analyzed onboarding feedback to identify areas for improvement, directly influencing policy adjustments that boosted overall program effectiveness by 20%.

### Onboarding Coordinator at Salesforce, MA

May 2022 - Apr 2025

- Spearheaded the onboarding process for over 275 new hires annually, enhancing employee retention by 18% through streamlined orientation programs and personalized training sessions.
- Led a cross-functional team of 10 to design and implement a digital onboarding platform, reducing manual processing time by 45% and improving new hire satisfaction scores by 22%.
- Collaborated with senior leadership to refine onboarding strategies, resulting in a 30% increase in productivity within the first three months of employment across multiple departments.

### Onboarding Assistant at HubSpot, MA

Apr 2017 - Apr 2022

- Spearheaded the design and implementation of an improved onboarding program, reducing new hire ramp-up time by 28% and boosting initial productivity metrics.
- Led a cross-functional team to streamline onboarding processes, resulting in a 35% increase in participant satisfaction scores and a 20% decrease in administrative overhead.
- Strategically collaborated with department heads to align onboarding initiatives with company goals, enhancing retention rates for new employees by 15% within the first year.