

**GEORGE BROWN, J.D., SPHR**  
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California Bar No. 2000005

*Areas of Expertise*

- Labor and Employment Law
- Mergers and Acquisitions
- Site Closings and Layoffs
- Regulatory Compliance
- Policy Design/Administration
- Employee Relations
- Management of multiple sites
- Organizational Development
- Training and Development Programs

*Experience*

**[month/year-Present] Human Resources Director**

Kramer Asset Management, Los Altos, CA

- Partner with executive and leadership team on creation and execution of company strategic mission vis-à-vis human capital: recruitment and retention; employee relations and training; benefits and compensation.
- To enable rapid growth, plan and establish effective systems for succession planning, talent acquisition, and management development.
- Advise executive leadership on innovative opportunities to leverage the human resources function to achieve the company's internal and external financial goals.

**[month/year-month/year] Human Resources Director**

Rutherford & Baxter, LLP (formerly DeWitt Newman, LLP), Santa Rosa, CA

- Developed and executed human resources strategy and day-to-day programs: talent acquisition, training, performance management, organizational development, employee relations, internal communication, budgeting, benefits and payroll.
- Revised policies and procedures to create consistency and compliance with applicable federal and state labor laws.
- Advised Managing Partner and Executive Committee on human resources issues including investigations, terminations, leaves of absences, wage and hour laws and policy administration.

**[month/year-month/year] Western Regional Human Resources Manager**

Foster & Josefson, San Jose, CA

- Planned operational and strategic goals for seven Western offices; total employee population of 650 including staff and attorneys.
- Developed human resources infrastructure for growth of existing offices and acquisition of new offices and staff.
- Responsible regionally for employee relations issues including terminations, wage and hour issues, leaves of absence, performance management, recruitment, orientation and retention programs, benefits coordination, training, and compliance issues.

**[month/year-month/year] West Coast Human Resources Manager**

Media Services, Fremont, CA

- Responsible for day-to-day human resources activities for four distinct business units, including Paris and Tokyo; employee relations, benefits, compensation, recruitment and management development and training.
- Communicated policies and procedures to employees and advised senior management on all human resources issues.
- Worked closely with senior management to plan site closures; created and delivered individual separation packages including releases and outplacement services for 60+ employees.

**[month/year-month/year] Human Resources Director**

ChemAnalyze, Inc., Sunnyvale, CA

- Wrote Company Handbook for high technology start-up company; instituted personnel procedures and guidelines to comply with OSHA, state, and other federal regulations.
- Recruited for technology and management positions; created corresponding compensation packages with stock options.
- Established and managed benefits programs.

**[month/year-month/year] Human Resources Director**

FSFinancials.com, San Jose, CA

- Created and oversaw Human Resources Department for start-up Internet company; wrote Company Handbook and established policies.
- Supervised and administered employee benefits; calculated and processed payroll.
- Advised senior management on employment and immigration law issues.
- Closed site; delivered separation packages for entire workforce.

**[month/year-month/year] Associate**

McGuffey & Lewis, Stockton, CA

- General litigation for municipal law clients: drafted complaints and answers, propounded and answered discovery, law and motion practice for clients including political campaigns and elections and municipalities.

*Education*

**University of Santa Clara School of Law, J.D., [year]**

**San Jose State University, B.A. Economics, B.A. Government, [year]**

Dean's List.