

Maria Tiekuch

HR Business Partner, HR Manager

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| No Visa Sponsorship Required

PROFESSIONAL SUMMARY

Accomplished HR professional with over 15 years of experience and proven expertise in designing exceptional employee experiences, fostering high-performance and inclusive cultures, and collaborating with executive and middle management to achieve business objectives. Skilled in strategic HR, employee relations and engagement, HR process design, and organizational development. SHRM-CP certified.

KEY SKILLS

• HR process design • Employee engagement • Employee Experience • Employee Relations • Performance management • Conflict resolution • Data analysis • DEI • Change Management • Cross-cultural collaboration • Organizational Development • Workday • BambooHR • Lattice • GreenHouse • Tableau • Culture Amp • Microsoft Office • Google suite

PROFESSIONAL EXPERIENCE

Sr. HR Manager

07/2024 - Present

Trueplay is a B2B solutions company with 80+ employees across Europe and Latin America, enabling iGaming brands to build lasting customer relationships

Boston, MA, remote

- Create HR processes from the scratch such as onboarding, soft and hard skills assessment, and offboarding
- Develop and implement an HR strategy that supports the achievement of company business goals through successful talent acquisition, increased employee engagement, and improved retention
- Design, conduct, and analyze bi-annual engagement surveys to identify areas for improvement, translating insights into HR projects such as training programs and updates to benefit package benchmarks
- Collaborate with managers to identify top performers, and address performance management and employee relations matters
- Create and deliver learning programs focused on people management skills (e.g., conducting one-on-ones, providing feedback)

People Partner (Global, North America and Europe)

03/2021 - 02/2024

Grammarly is a multinational company with 1000+ employees that offers a cloud-based AI writing assistant

Portugal, Remote

- Created an inaugural global talent mobility process (Support and Org Revenue departments), with 90% rate of successful internal hires
- Identified knowledge and practice gaps and redesigned the role-specific onboarding process, reducing time-to-productivity for new hires by 30%
- Consulted leaders and managers on employee engagement and performance, and best HR practices, achieving an increase in employee ratings of managers from 7.5/10 to over 8.8/10
- Collaborated with managers and the Compensation & Benefits team to facilitate merit planning and ensure consistent implementation
- Advised managers and team members on employee relations matters, including resolving workplace, leave of absence, conflicts and disciplinary actions
- Analyzed and synthesized employee experience data from multiple sources (engagement surveys, pulse checks, exit interviews) to identify improvement opportunities; partnered with People Analytics to establish data-driven correlations between performance, engagement, and retention
- Collaborated with leaders on workforce planning and effective organizational design changes

People Operations

11/2019 - 03/2021

Grammarly (was promoted to a People Partner role)

• Redesigned global onboarding program across US, Canada, and Europe; created structured process integrating IT, Accounting, Workplace, and HR teams, achieving 95% new hire satisfaction rate while transitioning to remote work model

• Developed and implemented HR policies, including leave of absence and contractor termination, to ensure alignment and consistency across functions

• Provided consultations for managers (Engineering team) on organizational processes, retention and conflict resolution

• Played a key role in successfully completing a SOC 2 people process audit by managing policies, procedures, and practices related to hiring, training, and termination HR-processes

Kyiv, Ukraine

10/2017 - 08/2019

HR Director

Yellow Stone is a software gaming company with 200+ employees

• Redesigned the organizational structure to enhance collaboration among Product, Engineering, and Design teams

• Created and implemented an HR strategy aligned with business goals, successfully scaling the company from 20 to 200 employees

• Coached group of 30 managers, leading to 10% of improvement in team engagement

• Managed a four-person HR team

• Designed and conducted annual engagement surveys, implementing targeted interventions that led to a 10% improvement in engagement scores (from 78% to 88% within one year)

• Oversaw the leadership development process to drive team growth while maintaining a high level of employee engagement

Kyiv, Ukraine

10/2016 - 10/2017

HR Director

Robota International is a Ukrainian job platform (robota.ua), part of the Pracuj.pl holding group

• Created and implemented HR strategies to support company business goals

• Coached C-level executives and middle management on performance management and employee relations matters

• Managed a six-person HR team

• Redesigned the recruitment process based on candidate pipeline, reducing time-to-hire by 50%

Kyiv, Ukraine

10/2012 - 10/2016

HR Business Partner

Noosphere is an international holding company comprising 40+ software businesses

• Coached C-level executives and middle managers on employee engagement and performance management

• Guided managers and team members on employee relations matters and personal development

Kyiv, Ukraine

EDUCATION

Master's degree in Social Work, specialization in "HR Management"

Zaporizhzhia State University

Bachelor's degree in Social Work, specialization in HR Management

Zaporizhzhia State University

09/2006 - 06/2007

09/2002 - 06/2006

Ukraine

Ukraine

PROFESSIONAL DEVELOPMENT

- **SHRM - Certified Professional (SHRM-CP)** SHRM Issued July 2024
- **Diversity, Equity and Inclusion** Cambridge Judge Business School, Issued June 2024
- **Online workshops facilitation**, LevelUp, issued April 2024
- **Korn Ferry Leadership Architect (KFLA)** Korn Ferry, Issued March 2023