

**Tim Trujillo, SPHR**

29751 Skyline Drive, Tehachapi, CA 93561  
(714) 313-6246 E-mail: tim-trujillo@earthlink.net

**GENERAL:** A highly qualified Human Resources Consultant with proven professional abilities. Extensive experience in all aspects of contemporary Human Resources management with highly developed skills in employment, compensation, employer policies, compliance, and employee relations. Accredited by the Human Resources Certification Institute as a Senior Professional in Human Resources (*SPHR*).

**CAREER:**

1995-Present: **HR Focus**

Founder and Principal Consultant for Southern California based Human Resources consulting practice.

Clients served include; Expert Resources, TASA, Pro/Consul Inc., ANA Trading Corp., Alps Manufacturing, Cole Instrument Corp., FACT Retirement Services, LTC, Mitsubishi Electric America, Express Manufacturing, Inc., Mitsubishi Consumer Electronics America, Orange County Transportation Authority, Panasonic DSC, Textron Aerospace Fasteners and The Employers Group.

Provided clients with expert Human Resources consulting including:  
Employment related litigation expert consultant, defense and plaintiff cases

Developed organization compensation programs

Recruited Management & Technical staffs

Presented Supervisory/Management Development programs

Resolved employee/supervisor disputes

Conducted employee surveys and organization diagnosis

Prevented client losses in EEO and regulatory issues

Served as acting HR Director for numerous organizations

1987- 1995: **Mitsubishi Consumer Electronics America, Inc.**

Vice-President, Human Resources and Administration

Responsible for direction of the Human Resources function, MIS and Facilities departments as well as the Legal and Public Relations functions.

Joined company in July, 1987 as Director of Human Resources; promoted to Vice President in 1990; among major accomplishments for this high quality electronics organization: Led implementation of flex-benefits program which resulted in improved employee satisfaction and significant cost savings. Outsourced large production workforce requirement for seasonal labor which reduced headcount and resulted in productivity improvement. Led the implementation of a pay-for-knowledge system in a start-up organization which resulted in high employee effectiveness and rapid learning curves.

## **Tim Trujillo**

1979-1987: **Lear Siegler, Inc.** Telecommunications Division  
Director of Human Resources.  
Directed complete Human Resources functions for the Data Products Division and the Telecommunications Division, both manufacturers of electronic equipment.

1973-1979: **TRW, Inc.** Information Services Division  
Human Resources Manager, Western Region. Responsible for all Human Resources Administration in division throughout the western United States. Promoted from Senior Human Resources Administrator within one year of joining company.

1968-1973: **Union Bank**  
Personnel Officer. Excelled in various responsible Human Resource roles, including Job Analyst, College Recruiter and Employment Manager. Began with the organization as a Management Trainee and after consecutive successful assignments was promoted to Personnel Officer.

**EDUCATION:** **Bachelor of Science**  
California State University, Los Angeles  
Business Administration with emphasis in Personnel Management.

**HONORS:** **Board of Directors**  
Goodwill Industries of Orange County  
Pacific Symphony Orchestra  
Junior Achievement, Orange County and Inland Empire

**Advisory Council Member**  
-California State University, Long Beach.  
Human Resources Management Department  
-Chapman University  
Human Resources Management Department

**Associations**  
-Forensic Expert Witness Association  
-Founding member and Chairman of the Orange County Executive Human Resources Forum.  
-American Electronics Association, National Human Resources Committee  
-Orange County Electronics Compensation Association, President (past)  
-Orange County Employers Health Care Coalition, Vice President (past)  
-Professionals In Human Resources (PIHRA), District Chair – 2003 & 2005

**Tim Trujillo**

**TEACHING:** Instructor at University of California, Irvine Extension, taught leadership course titled, "Managing as a Team Leader"

California State University, Long Beach, Extension Coordinator for the "Advanced Human Resources Certificate Program", taught "Measuring HR Effectiveness".

The Employers Group, Los Angeles CA, taught seminars "Introduction to Human Resources Management" and "Dynamics of Behavioral Employment Interviewing"

Conducted successful training & development programs for numerous clients in a variety of topics to develop constituent groups including executives, managers, supervisors and professionals. Subjects include Communication, Conflict Resolution, EEO and sexual harassment prevention, Interviewing Skills, Leadership, Managing Change, Performance Appraisal, Teamwork, Time Management and others.

**MILITARY:** United States Army (Reserve). Graduate of USAR Leadership Development Program. Served in various leadership roles. Honorable Discharge, 1974

**PERSONAL:** Married, one grown daughter.  
Wife, Judy, holds MA degree, taught English Honors at Los Alamitos High School, 1980 - 2005