

# Rick Lawrence

Real Estate Broker & Social Media/Technology Trainer

**History of developing and implementation of effective training**, accomplished through project management and program development.

**Planning, human resource management and training experience**, with 10 plus years in progressive roles with large multinational companies.

## PROFESSIONAL EXPERIENCE

### Real Estate Broker/Social Media/Technology Trainer

Baird & Warner, Naperville, IL, 2009–Present

Joined as a Real Estate Broker, saw a need for more training and was contracted with the Managing Broker to implement one on one Technology training for all Broker associates in the Naperville office. Currently 200 plus associates in that location.

- Ahead of the trend in utilizing Facebook advertising for potential client capture and marketing of homes for sale.
- Implemented personal Social Media/Technology training for broker associates.
- Created and facilitated broker associate training class for instruction on creating social media posts.
- Strive to use today's technology to sell homes.
- Assisting clients to successfully sell and purchase homes.

### Human Resources Manager

Exel Inc, DHL Supply Chain, Aurora, IL, 2001–2009

Human Resource Manger supporting 2 large logistics centers, staffed with over 200 associates. Provided staffing, employee relations, training and benefits administration for all level of associates, along with budget management for the HR function.

- Developed a comprehensive employee handbook, which provided easily understood explanations of company policies and site operating procedures.
- Redesigned the recruitment and on-boarding process which improved retention and shortened the time period of new hire training.
- Implemented an "Exact and Always" safety program that reduced the amount of OSHA recordable accidents and stopped lost time injuries through continuous employee training.

## SKILLS

Employee Training,  
Development and Management

Coaching

Extremely Comfortable at all Levels of  
Presentations

## HIGHLIGHTS

Hired, trained and coached hundreds of  
employees

Developed a web based tracking and  
reporting system

Social media and Technology focused

US Air Force Veteran

## EDUCATION

**Bachelor of Science**, Management of Human  
Resources  
Bellevue University, Bellevue, NE

**Certificates**, Baird & Warner Leadership  
Institute graduate

ePro – National Association of Realtors

RENE – National Association of Realtors

MRP – National Association of Realtors

SFR – National Association of Realtors

Managing Projects in Organizations -

George Washington University

Six Sigma Quality – Motorola University

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## Human Resources Administer

Motorola Inc, Multiple Locations, 1995–2001

Partnered with an advanced technology engineering design group and a customer training organization, to provide leadership and overall consultation, to further their business initiatives through human management techniques.

- Created and designed a web based tracking system. To ensure documentation of employee's concerns and managed effective follow up, this had been previously unmanaged.
- Managed and updated an Accelerated Integration Program for newly hired employees, which paired them with a peer. This program ensured that they became productive in their roles at a quicker pace than had been the case in the past.
- Pivotal member of a team that re-developed the High Involvement Team Assessment. Improving greatly the process for measuring the High Involvement Team's performance and effectiveness.