

# Professional Experience

- **Diversity and Inclusion Consultant**  
*InclusiveWork Advisory | New York, NY | June 2020 - Present*
  - Designed and led company-wide diversity training sessions, increasing inclusivity ratings by 35%
  - Develop hiring strategies that improve workplace representation for underrepresented groups
  - Implement ERGs, improving employee engagement and retention
- **HR Diversity Specialist**  
*PeopleFirst Consulting | Chicago, IL | July 2015 - May 2020*
  - Advised leadership on equity and inclusion initiatives, leading to improved workplace culture
  - Conducted bias audits in hiring processes, reducing disparities in recruitment practices
  - Developed diversity metrics dashboards to track progress and accountability

# Education

**Master of Science in Organizational Leadership**  
New York University, New York, NY | May 2015

Sophia  
Carta

Diversity and Inclusion  
Consultant

New York, NY  
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(555) 654-3210  
LinkedIn

Diversity and inclusion consultant  
driving workplace equity and belonging

Experienced diversity and inclusion consultant with eight years of expertise in corporate training, policy advising, and inclusive leadership development.

# Key Skills

Diversity and inclusion strategy development

Unconscious bias training

Employee resource group (ERG) program management

Workplace culture transformation

Compliance with diversity regulations (EEOC, ADA)