# **Charisse Fontes**



"be water." - Bruce Lee

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### Personality

Introvert	Extrovert
Analytical	Creative
Passive	Active

PeopleOps

Culture

Operations

# Summary

I'm an energetic startup culturist who wears her passion for people on her sleeve. A Bay Area Native, with country and Island roots. I professionally motivate myself by focusing on humanity in the workplace, culture organizational design, and successfully overseeing the operations of a growing startup. If I'm not managing PeopleOps or designing a culture, you can find me raising my eight chickens, reading, or learning about a new culture.

# Highlights

- Supported the recruiting and hiring of over 60+ employees
- Supported 360° performance reviews and coaching for key managers in the business
- Helped a number of team members transitioning to new roles within the business

### Experience

The Culture Circle, CEO | FEB 2016 - PRESENT

Working with startups and small business to provide humanity in the workplace.

Kiip, Head of HR & Culture | DEC 2011 - OCT 2016

Managed everything from coffee to culture. I took very good care of the people @ Kiip.

PlayStation, Dept. Admin | APR 2011 - NOV 2011

Supported the Director of the PS Multimedia Department along with a small team.

Click here to see my further work experience: LinkedIn

#### Skills

Management

Human Resources

Organizational Culture Design

**Event Planning** 

Diversity & Inclusion

HRIS Systems

#### What I do

Create a best-in-class flexible work culture

Recruit the best talent

Grow the People & Culture team

Take great care of the people

"I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel. " - Maya Angelou