

Hello, I'm Ashley Shaw

Lawrence, Kansas | (651) 707-4225 | ashley.brooke.shaw@gmail.com | [LinkedIn](#) | [GitHub](#)

Technical Skills

HTML | CSS | JavaScript | NodeJS | ReactJS | Express | MongoDB | MySQL

Human Resources Experience

HR Information Systems

- Lead the RFP, selection, and implementation of a new HR Management System (HRMS)

Performance Management

- Develop a new performance management process utilizing the company's HRMS
- Lead performance management training and administration for the annual employee review process

Training and Public Speaking

- Comfortably present material in front of large groups of employees, in-person and via webinar
- Lead weekly new hire orientation for 10-20 new employees
- Develop and present management training classes on ADA, EEO, diversity, and FMLA

Employee Relations

- Develop and communicate a new Paid Time Off (PTO) policy for approximately 12,000 employees
- Provide management consulting/education on ADA, EEO, FMLA, employment law, and policies
- Investigate and resolve complex employee relations issues with consistency and fairness
- Respond to workers' compensation claims and ADA accommodation requests
- Conduct voluntary and involuntary terminations and assist with staff reduction when necessary

Compensation Management

- Plan and execute communication for compensation-related programs
- Provide ongoing job and salary analysis for non-sales, executive, and international positions
- Provide management consulting/education on compensation topics including STI and LTI
- Work with business leaders and HR partners to develop and implement a new career framework

Rewards and Recognition

- Plan company events such as service award luncheons, food truck days, and volunteer events
- Process quarterly stock awards for employees celebrating milestone anniversaries

Work History

August 2017 - Present

Relation Insurance Services, Inc. – *Human Resources Generalist*

June 2011 – August 2017

DST Systems, Inc. – *Compensation Analyst and Senior Employee Relations Representative*

January 2008 – June 2011

Entertainment Consulting, International – *Human Resources Manager*

Education

University of Kansas Coding Bootcamp – *Full Stack Web Development Certification, May 2019*

University of Missouri, Kansas City – *MBA, Leadership & Change in Human Systems*

Augsburg University, Minneapolis – *BA, Business Administration*