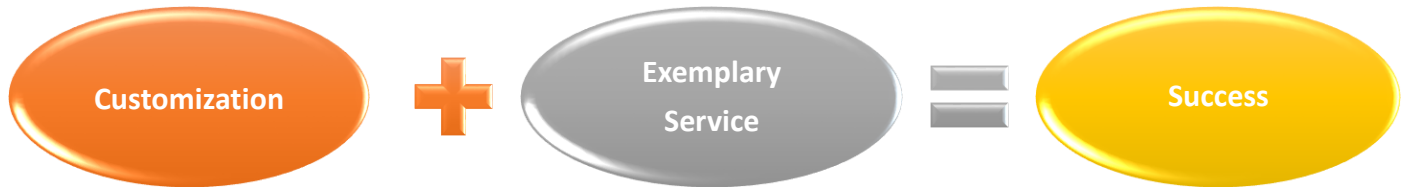# Kelley Consulting Firm
Helping Your Business Thrive

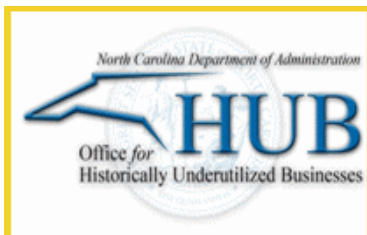# CAPABILITIES

SUMMARY OF SERVICES

- Human Resources Consulting
- Leadership/Management Consulting
- Strategic Programs Implementation
- Conflict Resolution/Mediation
- Program Evaluation and Research
- Diversity/Culture Audits/Assessments
- Surveys, Focus Groups, Tasks forces

- Recruitment and Retention
- EEO/Civil Rights Investigations
- Diversity Initiatives and Planning
- EEO/HR Audits and Assessments
- Training and Organizational Development
- Build Remote Teams

Customization + **Exemplary Service** = **Success**

DIFFERENTIATION

WOSB, WBE, EDWOSB Certified
Equal Employment Opportunity Commission (EEOC)
Senior Professional in Human Resources
Certification (SPHR)
Certificate, Diversity Management
Ph.D. Education, Higher Education
Administration and Leadership

Women's Leadership Forum; Certificate
EEO Investigator Certification
Trauma-Informed Investigations; Certificate
Over 20 years' experience
Title IX Administrator/Coordinator; Certificate
Mediation Certificate
Program Assessment Training

SBA WOSB
Woman-Owned Small Business

Certified **WBENC**
Women's Business Enterprise

North Carolina Department of Administration
Office for Historically Underutilized Businesses **HUB**

HR CERTIFICATION INSTITUTE™

PAST PERFORMANCE

- Wake Supply Company, Raleigh, NC, November 2019 - 2021

- North Carolina State University, Raleigh, NC, July 2016 – September 2018

- University of North Carolina System, Raleigh, NC, 2017

- Iowa State University, Ames, IA, 2013 – 2015

- State University of New York at Buffalo, Buffalo, NY, 1998 - 2013

| Assessment | Training/ Development | Consulting |

COMPANY DETAILS/INFORMATION

(NAICS) CODES
541612: Human Resources Consulting Services;
611430: Professional and Management Development Training
541611: Administrative Management and General Management Consulting Services
541618: Other Management Consulting Services
611710: Program Assessment and Evaluation
541720: Research and Development in Social Sciences and Humanities
561611: Investigations and Related Services
SIC Code – 8999 Services, Not Elsewhere Classified
DUNS # - 080115938
CAGE CODE - 7JCR0
PSC Codes – R406: Support Professional: Policy Review/Development; R408: Professional Program Management support
R410: Support Professional: Program Evaluation/Review/Development