

## MONIQUE ADDISON-STINSON

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### Change Management Professional

- ✓ **Talent Acquisition Professional** for the nonprofit sector and retail organizations.
- ✓ **Leader** adept at working independently with little to no supervision or leading a team.
- ✓ **Change Management Professional** with the ability to identify operational issues and recommend and implement strategies to resolve problems

### Hard and Soft Skills

#### Soft Skills

- Communication
- Listening
- Collaboration
- Time Management
- Networking

#### Hard Skills

- Microsoft Office
- PeopleSoft
- Brassring
- Wordpress
- Social Media

### Professional Highlights

#### ***Sears Holdings, Pensacola, FL- 2016-2017***

**District Human Resource Specialist** for \$50M In-Home Services division with 120 employees throughout LA, MS, AL, FL.

- Worked in partnership with Territory Human Resources Manager to create, implement, and manage improved HR strategies, services, and programs to support the workforce during a downward trend and large-scale turnaround effort.
- Initiated successful workforce planning, job realignment, employee involvement, and team-building projects.
- Collaborated with DHRS team to create training to help reduce worker's compensation claims.
- Appointed to assist with recruitment efforts using social media platforms

#### ***Community Action Program Committee, Inc., Pensacola, FL-2015-2016***

**Employment and Recruitment Specialist** for a nonprofit organization managing staffing and onboarding for administrative, teaching, executive, and maintenance personnel for 15 facilities.

- Reduced average days to fill positions by 40% by working closely with hiring managers to understand their requirements and what their dream candidate would look like.
- Exceeded hiring goals during my tenure
- Filled positions with the highest quality candidates by utilizing a wide variety of methods to generate a candidate pool, including web-based sourcing, internet postings, internal and external networking, job fairs, and referral programs.

#### ***MLA ImageSolutions, Pensacola, FL-2011-11-Present***

**Online Wellness Coach** and Entrepreneur who advised clients on best ways to improve their lifestyle and engage in healthier practices.

- Conducted one-on-one coaching in person or via Skype discussing wellness priorities
- Led seminars at various churches on health and wellness

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- Performs client assessments
- Designed meal and exercise plans based on client's goals and objectives
- Provided support enhancing confidence and need to overcome obstacles

### ***AVON PRODUCTS, INC., New York, NY- 2007-11/2011***

**Corporate District Sales Manager (NOT A REPRESENTATIVE, home office, outside sales)-North West Florida and Alabama** who provided leadership, mentorship, applicable training and overall guidance for Sales Leaders and Top Selling Representatives.

- Managed a \$1M+ market across 4 counties in Northwest Florida and Alabama.
- Increased sales force growth from 198 member accounts to 350 through lead generating, recruiting, training, developing, mentoring, and retaining activities
- Conducted cold call b2b sales for targeted organizations
- Developed targeted promotions for key locations to drive business and consumer awareness.
- Monitored budgeted targets including sales and expenditures.

### **Education**

**Columbia Southern University-2015**

Bachelor of Science Human Resource Management (*Magna Cum Laude*)

### **Professional Development**

- Member of the National Society of Leadership and Success
- Member of SHRM

### **Additional Activities/Community Involvement**

- American Cancer Society's Minority Involvement Committee
- Colon Cancer Ambassador, Team Leader for the American Cancer Society's signature event Making Strides against Breast Cancer
- Pensacola News Journal – monthly columnist for In the Workplace Conduct image and wellness workshops with churches and youth organizations