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OBJECTIVE

Sr. Leadership position in Human Resources.

QUALIFICATIONS

A results-oriented, customer focused and committed Human Resources leader who values integrity, respect, teamwork and accountability. Extensive experience in all aspects of human resources management gained through proactive leadership roles. Excellent communication, organizational and problem solving skills. Proven success in initiating, planning, and directing human resources in diverse organizational settings.

PROFESSIONAL EXPERIENCE

1995 – Present **Vice President, Human Resources, Corporate Express Document & Print Management, Omaha, Nebraska.**

Direct all aspects of Human Resources. Partner with management to set strategic directives, achieve business objectives and improve organizational effectiveness. Responsible for staffing, employee relations/conflict resolution, performance management, training and development / succession planning, health and safety programs, budget preparation and control, compensation/HRIS administration. Internal consultant to management on all HR related matters.

1994 – 1995 **Director Human Resources, Catholic Health Corporation, Omaha, Nebraska.**

CHC - a partnership of eight religious institutes with more than 100 health care facilities in 14 states with \$2 billion in gross revenues and 17,000 employees. Managed employee relations, recruitment and employment, training and development and compensation programs for corporate office. Consultant to CHC facilities in all areas of Human Resource Management.

1985 – 1994 **Manager Personnel, Saint Joseph Hospital, Omaha, Nebraska.**

Managed Human Resource functions of employment, compensation, benefits, employee relations, payroll and personnel administration. Established goals, objectives and budget to support hospital and clinic staff of 2000 employees. Directly responsible for effective recruitment of all hospital and clinic staff, design and implementation of employee benefit and compensation programs. Resolution of management and employee relation issues.

1978 – 1985 **Personnel Administrative Manager, Pacesetter Corporation, Omaha, Nebraska.**

\$120 million home improvement, manufacturing, sales and service company. Managed personnel record administration and employee benefit programs to support corporate, manufacturing and sales office staff of 1200 employees. Recruited for corporate professional and support staff. Selected, implemented and managed corporate telecommunications system.

ACCOMPLISHMENTS

- Develop and facilitate Management and Employee Development/Training programs.
- Facilitate workforce planning relevant to departmental structure analysis, staffing needs, career/succession planning.
- Develop and implement compensation and performance management programs ensuring maximization of cost effectiveness of salary budget while ensuring internal equity, market competitiveness and adherences to federal and multi-state legislative regulations.
- Manage Human Resource integration of Company acquisitions into one system of operational processes and common culture.
- Develop Human Resource policies and procedures that foster business direction and operational improvement.
- Conducted Employee Engagement Survey resulting in 90% participation; analyzed results and made / implemented recommendations that supported 10% improvement in employee responses in leadership and job satisfaction.
- Manage Human Resources in multi-location and state environments.
- Manage Company responses and litigation to resolve employment related matters.
- Administer Labor Agreements; resolve grievances; Company representative in arbitrations and negotiations for Bargaining Unit Labor Agreement renewal. Successfully defeated union organizing and election campaigns.
- Planned and implemented organizational wide reduction-in-force resulting in 10% decrease in staff, including 50% participation in early retirement program.
- Successfully managed plant/office closures demonstrating respect and empathy for affected employees and without resulting litigation.
- Develop and manage Affirmative Action Plans for multiple state/facility locations.
- Evaluate, select and manage Human Resource Information Management Systems.
- Administer employee group benefit plans – Welfare, Pension and Tax Deferred Savings Plans. Evaluate plan designs and negotiate premium renewals resulting in annual savings of \$150,000.
- Executive, professional and technical recruitment. Conduct and coordinate CEO executive searches.
- Developed business plan to attract and retain health care professionals reducing T/O rate by 10%.
- Manage risk management / safety programs supporting \$1M decrease in WC claims expense.
- Manage, develop and mentor professional and administrative staff members.

EDUCATION / CERTIFICATIONS

SPHR – Senior Professional in Human Resources (1995 to present)

DDI Certified Facilitator – Development Dimensions International – certified trainer/facilitator (2003)

MS – Urban Studies – Emphasis: Human Resource Management & Diversity
University of Nebraska, Omaha, Nebraska (1995)

BA – Psychology, Dana College, Blair, Nebraska

PROFESSIONAL ASSOCIATIONS

Member – Society for Human Resource Management

Member – Human Resource Association of the Midlands

Past President – Healthcare Human Resource Management Association of the Midlands

Past President – Toastmasters

Past Board Member – Camp Fire