

Mason & Bone

ALEXANDRIA SIMMS P.H.D.

CAPABILITY STATEMENT



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Company Overview

Mason & Bone is a woman and minority-owned company that provides quality management consulting and research services to Federal and Commercial sectors. We specialize in program evaluation, project management, leadership development, and communications projects. We have partnered with government and nonprofit organizations to deliver state-of-the-art solutions.

Differentiators

- Holds Ph.D. in Organizational Leadership with published research and a Master's in Human Resources Management.
- Certified in Project Management, DEI training, CITI Social and Behavioral Research, Ethics, Teaching, and Mentorship
- Over a decade of combined Human Resources and Project Management experience.

Core Competencies

- Management Consulting
- Leadership Training/Coaching
- DEI training
- Recruitment and Assessment
- Program Evaluation
- Research and data analytics
- Grant Writing
- Portfolio, Program & Project Management
- Business Administration, Licensing
- Website and Social Media Design and Management



Our Experience

Walgreens Renewal HR Consultant

Supported the IT HR Business Partner and IT Talent Acquisition Principal with HR programs, services, and high-level presentations. Liaised with departments such as finance and legal to ensure agreements follow legal and budgetary guidelines. Drove continuous improvement of the program's pre-employment rapid hire process, reporting, and hardware distribution. Project Planning & Coordination: Project coordinator for implementation of the company's SuccessFactors HRIS system. Participated in equity calibrations, job reviews, mass offboarding, executive recruiting, and succession planning. Data Analysis: Created dashboards through Excel for talent acquisition to track recruiting efforts which included Pivot tables and conditional formatting. Led T.A. status update calls with IT recruiters. Developed and deployed engagement activities to support the company's move to the Old Post Office in downtown Chicago.

NAICS Codes

- 923130 Administration of Human Resource Programs
- 611430 Professional and Management Development Training
- 541611 Administrative Management and General Management Consulting Services
- 541612 Human Resources Consulting Services
- 541720 Research and Development – Social Sciences and Humanities
- 541910 Market Research and Public Opinion Polling
- 323111 Commercial Printing (Except screen and books)
- 541430 Graphic Design Services

Registrations

CAGE: 9ALA5

UEI: NMGZP5NAE5K3