

# **STORMY NEAL MONGIELLO, PHR, SHRM-CP**

Grover, North Carolina 28073

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## **OBJECTIVE**

Experienced and confident **Human Resources Professional**, having been exposed to a variety of industries and responsible for a cross-range of tasks, including Employee Transactions, Training/On-Boarding, Unemployment Claims, Managing Layoffs, Recruiting, Employee Behavior, Legal/Ethical Issues. Highly values an employer who respects human resource professionals and the support they provide a company. (*Note Military Experience below*)

## **EMPLOYMENT HISTORY**

GEM Property Management

2017- pres.

### **HR Director**

Work with Operations management in all areas of Human Resources including;

- Recruiting
- Onboarding
- Employee relations
- Host engagement meetings with various employment levels across six states, 200+ properties managed across six American states
- Create training that is presented to all facilities
- Conduct Benefit Open enrollment information sessions for over 400+ employees

Sam's Holdings

Retail Chain of over 30 Locations in NC, SC, and GA

2013 – 2017

### **Sr. HR Generalist/Payroll Administrator**

- Lead project of moving company Performance Management to an online platform, writing and presenting training to all company leaders.
- Coached managers with employee relations by following progressive discipline policies.
- Processed workers compensation claims, unemployment claims and hearings.
- Conducted orientation for new hires,
- prepared Human Resources for new store location openings ensuring sites had needed HR support, attended store-hiring events.
- Was the primary contact for professional employment organization conversion.
- Processed promotions, rate changes, terminations and other changes affecting payroll.
- Responsible for payroll that included up to 40 retail locations (approximately 670 employees) in the southeast. Managed to convert the company's transitional payroll processing with very short notice.
- Evaluated safety inspections for each location and insured fixes were completed at store level
- Help in converting to paperless application boarding.
- Guided new providers through the transition of Payroll, Benefits, and other modules.
- Developed new procedures for the HR Department.
- Trained Site Managers in Human Resources/Payroll.

Contract Work for Furniture Company, Shelby, NC

2013 – 2013

### **Human Resources Manager**

- Coordinated, managed, and administered factory placement, including Job Postings, Scheduling of Interviews, complete reference checking and made Offers of Employment, completing the goal of hiring 75 manufacturing employees.

- Onsite safety responsibly for putting safety program in place for the reopening of the facility. Provide orientation to new hires about benefit plans, work and pay schedules, safety regulations, attendance information and other significant work details. Assisted scheduling special events/recognition programs, and maintained employee records.

American Revolutionary War Living History Center, Grover, NC

Oct. 2012 – July 2013

**History Focused community organization**

**Office Manager**

- Assist Director on Strategic Planning on the utilization of human capital assets and intangible assets. Coordinated volunteers, schedules, and promoted events.
- Perform all human resources transactions and development functions, including hiring, on-board training, employee relations, and scheduling.
- Processed payroll, including accounting functions using QuickBooks.

Shaw Power Technologies, Cliffside, NC

May 2008 – September 2012

**Human Resources Generalist**

- In support of the project craft workers, process a large volume of employee transactions insurance enrollment, direct deposit, tax changes, address changes, terminations, and others.
- Researched and answered Unemployment claims and attended hearings on behalf of the company.
- Oversee Family Medical Leave with (FMLA) documentation, tracking and returned to work procedures.
- Work with Employee Relations, utilizing this knowledge to evaluate problems and resolved issues applying to laws and company policies.
- Support corporate HR in the completion of internal audits of living allowance, and other projects.
- Developed streamlined process for mass layoffs, including the development of training aids, used at all Shaw construction sites.
- Present and Coordinate benefits open enrollment for 1,800 craft workers onsite.
- Created and managed turnover and tracking reports in support of site management.

**EDUCATION/CERTIFICATIONS**

**WIU, Phoenix, AZ**

BS/ Business Administration

**Western Governor's University**

MBA August 2017-Present

**Professional in Human Resources (PHR)**

May 2013 – Present

**SHRM-CP**

January 2015 – Present

**MILITARY SERVICE**

**Airman in United States Navy**

October 1989 – November 1993