



Capability Statement

HR Consultants, Inc. adheres to the highest standards of ethical and professional behavior while providing innovative and cost effective business solutions based on current trends and best practice benchmarks. HRC competencies include over 100 years of combined experience of the consulting and training team conversant and educated in Business Economics, Business Management, Strategic and Operational Human Resources, Finance, and Communications. In addition, our team holds accredited certification credentials in Human Resources, Compensation, Management Consulting, and Training. These credentials include Certified Compensation Professional, Senior Professional in Human Resources, and Leadership Development Task Cycle Executive 360 Assessment.

Contact Information

President:
 Ms. Jonna Contacos-Sawyer, D.B.A.
 SPHR, CCP, SHRM-SCP
 E-mail: jonna@hrconsults.co

HR Consultants, Inc.
 160 Jari Drive, Suite 180
 Johnstown PA 15904-6848
 Phone: 814-266-3818
 Email: info@hrconsults.com
 Website: www.hrconsults.com

Professional Services

<p>Talent Acquisition & Planning</p> <ul style="list-style-type: none"> • Strategic Recruitment Support • Candidate Selection Assessment • Interview Guides • Employee Onboarding • Orientation Programs • Strategic Planning • Succession Planning 	<p>Employment Compliance</p> <ul style="list-style-type: none"> • HR Audits • Affirmative Action Plans • Policies & Procedures • Employee Complaint Investigation • Fair Labor Standards Act • Technical Assistance • Pay Equity Studies
<p>Talent Management</p> <ul style="list-style-type: none"> • Job Analysis & Job Descriptions • Internal Job Evaluation • External Market Pricing • Performance Mgmt Systems • Training Design, Development, Delivery & Evaluation • Compensation Analysis & Design • Coaching • Customized Online Campuses • Organizational & Employee Surveys 	<p>HR Technology Solutions</p> <ul style="list-style-type: none"> • Ascentis • Benefits Administration <p>Vital Learning Leadership</p> 

Clients

- Fulton County
- Children's Aid Home
- County Commissioners Association of Pennsylvania
- Harris County Appraisal District
- Internal Engine Parts Group
- JWF Industries, Inc.
- Markosky Engineering
- Martin-Baker America Inc.
- McAneny Brothers, Inc.
- Penn Machine Company
- Rincon Luiseno Band of Indians
- RoadSafe Traffic Systems
- The City of Pittsburgh
- Saint Francis University
- The City of Pittsburgh
- Westmoreland County Community College

Differentiators

- HR Consultants Inc. provides employers with human capital solutions that result in measurably improved employee and organizational performance while minimizing employment practice risk.
- We can help organizations large and small establish, out-source and troubleshoot any and all essential HR functions.
- At HR Consultants our prime role is to assist the client to identify needs, develop an action plan and facilitate change to enhance the success of your organization.
- Our management, human resource, and training services are designed to improve productivity, efficiency, communication and employee morale.

Certifications

- NAICS Codes:**
- 541611** Administrative Management & General Management Consulting Services
 - 541612** Human Resources & Executive Search Consulting Services
 - 541219** Other Accounting Services
 - 561110** Office Administrative Services
 - 611430** Professional & Management Development Training
 - 611710** Educational Support Services

Mission Statement

HRC provides customized HR outsourcing, consultation, training and education services designed to improve the competitive positioning of your organization. Our quality services are delivered with a flexible approach that exceeds customer expectations.

