



EC BUSINESS SOLUTIONS, LLC

CAPABILITIES STATEMENT: HUMAN RESOURCES CONSULTING

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EC Business Solutions, LLC is a fee-based Human Resources (HR) boutique consulting firm delivering solutions that align with federal policies. We work in partnership with our customer offering 1:1 collaboration and efficient augmented services. With a team of skilled HR professionals, we specialize in assisting organizations identify their HR needs. Our tailored solutions are designed to align with your business goals, enhance employee performance, and drive organizational success.

DIFFERENTIATORS

- Our team consists of highly experienced HR professionals with deep expertise in various HR domains. We bring a wealth of industry knowledge and best practices.**
- Created a Federal Court mandated Affirmative Action Office through Consent Decree resulting in timely closure of 100+ backlogged complaints
 - Developed multiple pathways to collect workplace discrimination complaints
 - Managed all aspect of company compliance achieving a 100% audit pass rate with Office of Federal Contractor Compliance Programs (OFCCP) and Equal Employment Opportunity Commission (EEOC)
 - Developed solutions to workforce concerns, by analyzing job functions, competencies, and demographics to provide on-point, evidence-based workforce planning and gap-closure initiatives that included developing employee programs, broadening careers, or maximizing recruitment and retention strategies

PAST EXPERIENCE

- Jefferson County Commission**— Established, managed Affirmative Action Office. Closed/dispositioned 100+ backlogged complaints of discrimination.
- Tuskegee University**— Ongoing consulting providing Employee Relations services for 1,500 employees. Recommending performance improvement at the organizational and individual levels.
- Yulista Holding**— Managed company compliance policies over four years achieving 100% audit pass rate annually. Created Diversity Equity Inclusion (DEI) initiative for DOD compliance.
- ProjectXYZ**— Recruited to upgrade employee handbook and HR policies for local government contractor, achieving compliance requirements within three months.
- United Launch Alliance**— Administered Collective Bargaining Agreement via multi- state collaboration. Managed reasonable accommodation process for 400 bargaining-unit-eligible employees impacting 100% of the manufacturing division during COVID vaccine mandate. Administered performance management programs and procedures for 200+ non-bargaining-unit employees.

CORE COMPETENCIES

- HR Compliance
- Staff Augmentation
- Performance Management
- EEO/Affirmative Action Reporting
- HR Strategy and Workforce Planning
- Employee/Labor Relations and Engagement

ASSOCIATIONS | AFFILIATIONS

