

## Melissa Jones MPP, BA (Hons), CHRL

Ontario

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A proven partner to business leaders in optimizing organizational effectiveness, with a focus on Career Development and Coaching

Melissa is a specialist in organizational change management and has worked with companies undergoing acquisitions and closures of business units. She has been credited with high Employee Satisfaction and career development through coaching and engagement. Her ability to understand the needs of the business and execute on various programs has led her to be a sought-after individual for outsourced HR solutions.

### BUSINESS EXPERIENCE

A truly global practitioner, Melissa has worked with leading-edge companies in Canada, the United States, the United Kingdom, Netherlands and Germany within software, insurance and technology sectors. Over the span of her career she has led HR initiatives including recruitment and selection, policy design, payroll, compensation, performance management, compliance reporting, HRIS implementations, HR workflow development, training and development, benefits administration and pension plans. She currently holds the title of Vice President, Client Services & Talent Strategy.

### PROFESSIONAL EXPERTISE AND SERVICES

HR Policy & Program Design	Leadership Training
Corporate HR Strategy	Executive Coaching
Career Transition	

### SAMPLE CLIENT LIST

Client Name	Client Name	Client Name
Client Name	Client Name	Client Name
Client Name	Client Name	Client Name

*“Testament to Melissa’s strong workplace culture mindset is her significant contribution to our recent 94% employee satisfaction survey result.*

*Excellence within the overall work environment, HR programs, training and ongoing learning focus are direct outcomes of her mandate.”*

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### RECENT COACHING & TRAINING SUCCESSES

- ◆ **Sample: Empowered a high-potential, technically brilliant leader** to achieve significant advancement into a senior leadership role. By breaking down barriers, Nance helped him improve his self-awareness, self-regulation, professional polish and overall emotional intelligence.
- ◆ **Add your case studies** here
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### EDUCATION AND CERTIFICATIONS

Masters of Public Policy, University of Toronto  
BA, Political Science, University of Western Ontario  
Certified Human Resources Leader