

## **Deshawn Taylor**

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### **SUMMARY**

Recent MBA graduate with a focus on a career in Human Resources. Experienced in the initial selection process, resume review and phone screenings. Understand the importance of working with confidential information. Background in developing and leading onboarding presentations, explaining benefits updates, and policy information. Strong quantitative, leadership and customer service skills.

### **EDUCATION**

**Roosevelt University** – Heller College of Business Chicago, Illinois  
MBA. Concentration: Human Resources May 2017  
*Coursework includes:* Employee Selection and Staffing, Legal Issues in HR,  
Compensation Management, Workplace Diversity

**University of Illinois at Chicago** Chicago, Illinois  
Bachelors of Arts in Psychology May 2015

### **EXPERIENCE**

Macy's (Flagship State Street Store) Chicago, Illinois  
Human Resource Associate Jan. 2015 – Present  
(Started as an HR Intern and promoted to a full time position)

- Review resumes in Taleo and conduct phone screenings
- Create employee digital files and audit files regularly for compliance
- Led over 75 onboarding sessions in last two years
- Provide benefits information and support to full time employees and lead presentations during Open Enrollment

**Accomplishment:** Developed new presentation materials for onboarding to increase engagement of newly hired employees.

### **VOLUNTEER**

Career Coach at HACE (Latino Business Organization) – reviewed and critiqued resumes  
New Word Baptist Church – chaperone Youth Group field trips and programs

### **PROFESSIONAL AFFILIATIONS**

SHRM member  
Certified in Myers Briggs Type Indicator Assessment

### **SKILLS**

Microsoft Office, SharePoint, SPSS, Prezi, Taleo