

Dachresha Harris, MBA

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Summary of Qualifications

Performance driven professional with 15 years expertise in Human Resources management and administration. Results-oriented professional with exceptional interpersonal, organizational and motivational skills to ensure a positive work environment while getting the job done. Expert in building successful partnerships with all levels of management, employees, contractors and customers.

Professional Experience

2021-present Regional Transportation Commission, Las Vegas, NV

Director Human Resources

- Direct and coordinate agency initiatives to include Diversity & Inclusion, Employee Engagement and Employee Relations.
- Develop and maintain agency policies and procedures.
- Lead and conduct contract negotiations for agency collective bargaining agreement.
- Oversee the development and administration of the RTC EEO plans in compliance with various State and federal mandates.
- Analyze and compile data from lists and logs; configure data and writes activity reports; brief CEO and Deputy CEO on employee issues, programs and activities.
- Coordinate and provide recommendations to executive management team regarding employee matters as they relate to labor relations.
- Analyze, investigate, and respond to labor issues and concerns; keep RTC management current on issues/concerns.
- Direct and manage multiple projects/deliverables with both short and long-term targeted completion dates
- Direct, oversee and communicate all local, state and federal compliance laws and guidelines.

2016-2020 Regional Transportation Commission, Las Vegas, NV

Manager Human Resources (Safety & Security)

- Manage and coordinate the work of assigned Human Resources and Safety/Security department staff.
- Oversee the development and administration of the EEO and Drug and Alcohol plans in compliance with various State and federal mandates.
- Analyze and compile data from lists and logs; configure data and writes activity reports; brief director on issues, programs and activities.
- Assist staff and supervisors/managers with a variety of employee matters as they relate to labor relations.
- Responsible for management, enforcement and support of HR and Safety/Security initiatives.
- Administer contract services related to safety and security; audit payment requests and ensure accurate and timely payment.
- Manage and coordinate security of facilities; monitor compliance, resolve issues and recommend improvements/enhancements.
- Analyze, investigate, and respond to issues and concerns; keep RTC management current on safety and security issues/concerns.

2012-2015 Regional Transportation Commission, Las Vegas, NV

Human Resources Supervisor

- Plan, supervise, oversee, and participate in analyses/recommendations in regard to HR functions and issues; analyze, investigate, and respond to issues and concerns in these functional areas.
- Supervise and oversee agency and contractor federal compliance programs associated with Drug and Alcohol, EEO/AA program oversight; works with staff to interpret and explains FTA/Department of Transportation (DOT) regulations.
- Interpret, explain, recommend and apply collective bargaining agreement and agency policies and guidelines to ensure compliance for assigned departments; consults agency management in regard to violations and recommends appropriate actions.

- Conducts formal employee investigations, formal disciplinary processes.
- Drafts new and revised job descriptions and work with staff and contractor to finalize additions and amendments; facilitate the re-classification process.
- Review/audit payroll, employee actions, and employment verifications.
- Provide daily oversight to payroll, benefits, recruitment, labor relations and training.

Education

- Bachelor of Science in Business Management, Southern University A&M, 1999
- Masters in Business Administration, University of Phoenix, 2004