

James Russell Ramsey
1182 Oak Ridge Court, Bishop, GA 30621
(678) 491-9767

Overview: HR professional with nearly 20 years of human resources experience specific to HRIS, Compensation, Classification, Employment, and Benefits

Education: **Bachelor's in Business Administration** **2001**
Mercer University, Macon, GA
Major: Marketing
Minor: Music

Experience: **Director of HR Information Systems (HRIS)** **Oct 2021 - Present**
University of Georgia, Human Resources

HR Senior Managing Consultant **Jan 2019 – Sept 2021**
University of Georgia, Human Resources
Interim Director of HR Information Systems (HRIS)

- Developed and directed a unit from the ground up. HRIS did not exist in the HR organizational structure prior to converting to PeopleSoft
- Supervise four full-time staff (one assistant director and three HRIS analysts) in the areas of reporting, HCM integrations, and data usage/security
- Establish strategic goals and overall vision for the HRIS department
- Responsible for strengthening internal and external partnerships (end users, college/division reps, HR practitioners, USG-ITS, EITS, UGA Financials, and other units within University HR)
- Serve on various university projects, committees, and groups
- Developed an adaptable exponent-based salary compression model. This was tested and applied to a staff population of roughly 7,000 in FY20 and FY22.

HR Senior Managing Consultant**June 2018 – Dec 2018***University of Georgia, Human Resources**Interim Director of Compensation and OneSource HRIS Lead*

- Asked to transition 50% time to UGA's OneSource Project to lead in conversion and validation efforts related to UGA's legacy personnel data and its transition to PeopleSoft HCM
- Led a team of six in the validation of data
- Coordinated with other project leads in Commitment Accounting, Time and Absence, Workforce Administration, Faculty Affairs, UGA Financials, UGA's Data Warehouse
- Worked with external project consultants to ensure proper configuration of PeopleSoft HCM to meet UGA's HR data needs
- Participated in system testing and implementation
- Provided official sign-off on the validation of UGA's personnel data; a requirement for the system to go live
- Was part of a collective effort that resulted in a 98% success rate in terms of the initial payroll conversion of nearly 20,000 UGA employees
- Maintained a 50% effort as Interim Director of Compensation which included supervision of two full-time compensation analysts

HR Senior Managing Consultant**Jan 2016 – June 2018***University of Georgia, Human Resources**Interim Director of Compensation*

- Assumed interim oversight of UGA's compensation plan and structure
- In coordination with UGA's Associate Vice President for Human Resources, determined the annual compensation strategy and structure for UGA
- Served as the project lead for UGA's 2016 FLSA reform which resulted in 3,000+ employee status changes
 - Led FLSA task group meetings
 - Led an HR project team in the assessment of job descriptions across campus
 - Identified positions potentially impacted by the new regulations and worked with departments to ensure compliance and discuss options
 - Served as a panel member/HR representative for multiple campus forums related to the FLSA project where we addressed employee questions/concerns
- Served as the HR project lead and primary functional contact for Korn Ferry Hays' (KFH) 2018 Comprehensive Compensation Review
 - Provided benchmark compensation and turnover data to KFH consultants
 - Answered questions about UGA's data

- Assembled focus groups (VPs/Deans to entry-level employees), coordinated meetings, and addressed needs of consultants
 - Debriefed UGA's executive committee on the progress of the project
 - Provided recommendations on direction of project and campus communications
- Provided input to HR's Organizational Design team in regard to initial development of UGA's Staff Competency Model

HR Senior Managing Consultant

Jan 2012 – Dec 2015

University of Georgia, Human Resources

Compensation and EEO Data Analyst

- Partnered with UGA's Equal Opportunity Office (EOO) in the assimilation and reconciliation of data for the university's Affirmative Action Plan (AAP)
- Served as primary data contact for Berkshire and Associates, a human resources consulting and technology firm that offers solutions in affirmative action, applicant management, compensation, diversity, and professional training
- Annually, provided employment data for the university's AAP (active roster, applicants, postings, new hires, promotions, transfers, terminations)
- Created a new EEO coding system for all university classifications to achieve better positional groupings and establish reasonable feeder groups for adverse impact analysis
- Analyzed adverse impact groups and statistically significant pay differences to determine whether or not other qualified variables can explain the disparities
- Assisted EEO by providing data to address employee complaints and/or EEO investigations
- Served as UGA's HR contact for employment audits (e.g., OFCCP)

HR Senior Managing Consultant**April 2007 – Dec 2011***University of Georgia, Human Resources**Compensation Analyst*

- Administered and maintained a university-wide compensation plan covering roughly 9,600 benefit-eligible staff members
- Assisted in establishing new compensation policies and/or guidelines for the university
- Ensured university's policies and procedures were compliant with policy standards set by the Georgia Board of Regents (BOR) and the Fair Labor Standards Act (FLSA)
- Annually, updated the university staff pay plan
- Provided guidance on and interpretation of federal, state, board and university employment/compensation policies for senior administration and the campus practitioners (e.g., HR liaisons and chief business officers)
- Participated in industry compensation surveys such as CUPA-HR's Administrator, Professional and Non-Exempt; Western Management's EduComp; and Towers Watson's General Industry Package
- Participated in ad hoc surveys conducted by other higher education institutions
- Calculated annual merit/compression adjustments for university staff
- Provided senior administration from Finance & Administration and Academic Affairs with projections for merit allocations
- Implemented and administered MarketPay, a third-party web-based application for efficient management of the university's salary survey and benchmark information
- Served as the primary contact for the Georgia Department of Labor's Occupational Employment Report for Junior Colleges, Colleges, Universities, and Professional Schools
- Performed classification audits for departments on campus
- Reviewed and approved/denied compensation exceptions to UGA and/or BOR's established compensation policies
- Reviewed and approved/denied classification and posting requests
- Created new classifications and determined pay grades
- Ran QMF queries for ad hoc requests
- Updated classification records for staff and faculty in the university's in-house payroll/personnel system to ensure payment could be processed
- Completed prevailing wage requests for H1-B applicants in coordination with the Office of International Education

HR Specialist**May 2006 – March 2007***University of Georgia, Human Resources**HR Projects*

- Performed research for various ad hoc projects for the Associate VP for Human Resources (e.g., Living Wage, Domestic Partner Benefits, University Daycare, Spousal Assistance, Faculty Gender Pay Equity)
- Surveyed our aspiration and peer institutions by email and/or phone regarding their respective HR policies and procedures

HR Assistant**Feb 2005 – April 2006***University of Georgia, Human Resources**Benefits*

- Answered phones for the Benefits Office
- Coordinated the tracking, billing and collection of benefit payments for employees on leave without pay
- Assisted walk-ins with basic benefits questions
- Referred employees to the appropriate benefits counselor for more complex issues
- Assisted benefits counselors as needed

Sales Clerk**Sept 2004 – Feb 2005***Macy's – Athens**(relocated from Atlanta to Athens due to spouse's employment)***HRIS Clerk (Executives and Managers)****Jan 2003 – Aug 2004***Macy's South Corporate Office**HRIS*

- Maintained executive and manager personal/professional information via PeopleSoft HCM
- Responsible for processing data corrections and/or updates for Macy's South executives and managers (e.g., addresses, W-2 withholdings)
- Processed executive and manager bonuses
- Set up and changed executive and manager bank deposit information
- Coordinated the recoup of over-drafted leave pay (e.g., early terminations)

Temporary HR Clerk

July 2002 – Dec 2002

Macy's South Corporate Office

Workers' Compensation, Compensation, HRIS

- Fill-in work for employees on leave