

Sydney Holliday

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Education

Robert Morris University • Moon Township, PA

Bachelor of Science in Business Administration

Concentration: Management **Minor:** Human Resource Management

Anticipated Graduation: May 2020

GPA: 3.5

Faculty-Led Education Abroad Program • Reykjavik, Iceland

Course: *Cross Cultural Perspectives on Women, Gender, and Health*

May 2019

Relevant Experience

RMU Counseling Center • Moon, PA

Student Director of THRIVE Program

August 2019 – Current

- Oversee a team of 8 student leaders to implement campus programming that educates about mental health issues
- Collaborates with student organizations on campus to educate their members on Counseling Center services
- Supports the Counseling Center mission by working with professional staff and community organizations to implement programs and advocate for student needs
- Serve as a resource for students that want or need to utilize the Counseling Center services

Thrive Leader

August 2018 – May 2019

- Developed and implemented educational programs and workshops about common mental health topics that college students face
- Served as a resource for students that wanted or needed to utilize Counseling Center services

RMU Office of Diversity, Inclusion, and Equity • Moon, PA

Title IX Education Support Intern

September 2016 - May 2017

- Planned and executed programming events to foster inclusion among students
- Proposed new university Title IX policies for pregnant/parenting students and transgender individuals
- Reviewed resumes and assisted in a new secretary hiring process

Professional Experience

PITT OHIO • Pittsburgh, PA

Human Resources Summer Intern

May 2019 – August 2019

- Processed all new hire paperwork for 21 terminals using UltiPro (HRIS), E-Verify, and ATS software
- Conducted phone screens, scheduled interviews, and completed data entry with attention to detail
- Completed data entry for new employee 90-day training progress
- Entered correct level of progressive discipline into employee database
- Presented recommendations for recruitment videos and new onboarding processes to HR team
- Researched and presented group project to executive team to advance diversity and inclusion at the company

Leadership Experience

Society for Human Resource Management (SHRM) Student chapter • Secretary

Delta Zeta Sorority • Vice President of Philanthropy

Student Alliance for Equality (LGBTQIA+ Student Organization) • President

McDonough Leadership Conference • Panelist

Aug 2018 - Current

Dec 2018 – Dec 2019

Aug 2018 - May 2019

Apr 2019

Skills

Google • Microsoft Excel • Microsoft Word • Mental Health First Aid • American Sign Language