

44 HUNTER BROOK LANE QUEENSBURY NY 12804
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SHERRY L. BARNABY

WORK EXPERIENCE

Sears Holdings Corporation Queensbury, NY September 2013 – Current

Hard Lines Lead and MCA

As a member of Management my duties include coaching a team of engaged associates to embrace technology, ensuring price integrity, merchandising standards, providing customer service, resolving customer complaints, business analysis, growing margins, safety and loss prevention. I supervise departments and teams that represent 75% of the store's sales in a location that is consistently in the Company's Top 10%.

Pet Partners, LLC Wilton, NY August 2012 – March 2013

Human Resources Administrator

Responsible for bi-weekly payroll, 401(k) Retirement Plan, medical/dental, short and long-term disability, life insurance, FMLA administration to Veterinary Hospitals throughout the country. Ensures positive employee relations, assists in the acquisition of new hospitals, oversight, direction and training of Practice Managers, onboarding of new doctors, employment contracts, bonus' distribution, performance and appraisal systems point person and Safety training coordinator.

Zayachek Mechanical, Ltd. Argyle, NY September 2009 – September 2010

Human Resources Generalist

Recruiting, Training, Development of Policies and Procedures to support multi-state Metal Fabrication Company, Health Benefits Reconciliation and Audit, Program Administrator and Compliance Education and Enforcement, Risk Management, OSHA and Haz-Mat Safety, Liaison for Medical Surveillance Program, Succession Planning
Size of the company doubled during my tenure

Keena, Inc. Queensbury, NY May 2004 - May 2009

Client Service & Development Coordinator

Team Lead for Customer Service for Professional Employer Organization. Client Contract Negotiator, Conflict Resolution, Supervisor Coaching, Human Resources Outsourcing to 130+ companies, Payroll Set up & Health Benefits Administration, Facilitator for Federal and State Regulatory Compliance, Workers Compensation Specialist, New Business Development, and Public Relations for Community Support and Business Events

Tribune Media Services Glens Falls, NY September 1999 - February 2004

National Advertising Coordinator

Coordinating Sales, Artwork, and Cost & Distribution for National Print Media Accounts, Support for Chicago Finance Group, Interdepartmental Training Initiative, Liaison during company acquisition of TV Data; Team member for conversion of Movie Products from Golden, CO to Glens Falls, Quality Control and Process Development, Communications to the top 300 Newspapers in the Country
Presented with Marquis Award for Innovative Process and Diamond Award for Brilliant Team

EDUCATION, PROFESSIONAL AFFILIATIONS & VOLUNTER ACTIVITIES

Graduate of Corinth Central High School

Regents Diploma

Adirondack Community College

Business Administration Degree

Attended College of St. Rose

Certification of Professional in Human Resources, PHR

SHRM and Adirondack Regional Human Resources Association • Girl Scouts of North Eastern New York Council
American Cancer Society Relay for Life • WAIT House (At Risk Youth) • Saratoga Hospital Volunteer