

TYRONE L. SESSOM

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OBJECTIVE

Seeking a challenging position where my education and experience can positively impact growth and development

EDUCATION

Master of Science—Major: Human Resource Development December 2004
Indiana State University, Terre Haute, Indiana

Activities include: Volunteer Mentor, President of Psychological Society and Member of Residential Life Selection Committee

Bachelor of Science—Major: Psychology, Minor: Business Administration May 1999
Indiana State University, Terre Haute, Indiana

Activities include: Volunteer Mentor, Vice President of Psychological Society, Dining Hall Focus Group Coordinator, Chairman of the Resident Assistant Selection Committee, Member of the Student Alumni Association and Intramural Sports Participant

Associate of Science—Major: Psychology, Minor: Sociology May 1997
Vincennes University, Vincennes, Indiana

Activities included: Volunteer Tutor, Sociology Study Group Coordinator, Chairman of Today's Black Men Society, Volunteer Child Supervisor, Chairman of the Resident Assistant Selection Committee, President of the Vincennes University Gospel Choir, Bible Study Group Coordinator and Member of The Vincennes University Track and Field Team

PROFESSIONAL SKILLS

Extensive Interview Training (Reed & Associates), Established Organizational Techniques (Primer Michaels Inc.), Excellent Communication skills, (Public Speaking), Computer savvy (Windows XP, Microsoft Office 2000; Including Power Point, Front Page Word Perfect, Microsoft Works, Website Development, FTP)

PROFESSIONAL EXPERIENCE

Employment Specialist, HR Department, Indiana State University, Terre Haute, Indiana, December 2003 to Present
Execute all recruiting and staffing functions from start to finish; sourcing, interviewing and hiring exempt and non-exempt candidates. Consult with hiring managers, identify candidates, interview, check references, and offer development/negotiations and weekly reporting on recruiting activity. Provide leadership and HR support to all levels. Promote applicable government regulations and federal and state employment laws.

Career Counselor, Career Center, Indiana State University, Terre Haute, Indiana October 2002 to December 2003
Provide Career Counseling to university students. Plan and organize workshops, panel presentations, and professional development seminars. Develop and edit career handouts, employment surveys, and other resources. Review student/alumni resumes, cover letters and application materials. Assist in the On-Campus Interview program and career fairs. Work with student and faculty committees on career services issues. Serve as liaison to College of Arts and Science. Supervise Graduate Assistants. Website Developer.

Assistant Store Manager, Wal-Mart Sam's Club, Terre Haute, Indiana March 2001 to October 2002
Closely monitor the sales market, including competitors and factors that may affect sales. Promote customer service, customer relations, and enforce the policies of the company. Plan and interpret procedures relevant for continuous store growth, including sales forecasting, store budgets, account analysis, and community services. Work with management team to maintain store conditions. Supervise hiring and training of all associates. Serve as Safety Team Sponsor.

District Manager, Aldi Inc., Batavia, Illinois January 2000 to March 2001
Managed store operations within an assigned district. Managed the hiring, training, development and performance of employees. Planned sales and productivity levels for my stores, and closely monitored expenses for the district. Recommend business plans that will support business growth and improve operating results. Perform cash audits and physical inventories within district.

*Managed one of the top ten most efficient stores in division of 57

**Developed A.M.S. Seminar now used nation wide

LEADERSHIP ACTIVITIES

Volunteer Counselor and Motivational Speaker, Federal Prison, Terre Haute, Indiana March 2002 to Present
Campus Out-reach Representative, Bethlehem Temple Church, Terre Haute, Indiana August 1997 to Present
Member, Career Development Professionals of Indiana (CDPI), Indiana State University October 2002 to Present
Member, Teacher Of The Year Selection Committee, Wal-Mart Sam's Club January 2002 to Present