

**RECOMMENDATION FOR APPOINTMENT  
BACK-UP INFORMATION**

**NAME:** Shelley Sheldon  
**ADDRESS:** The Colony, TX  
**POSITION:** Director, HR Employment & Professional Development  
**DEPARTMENT:** Human Resources, CHEC

***SELECTED EXPERIENCE***

<b><u>Employer</u></b>	<b><u>Date</u></b>	<b><u>Position</u></b>
Dallas County Community College	11/17 - 08/18	Assistant Director, Human Resources
Altus Traffic Management	07/15 - 08/17	Human Resources Employee Engagement Manager
Towne Park	06/14 - 06/15	Regional/District Human Resources Manager
Independent Consultant	07/13 - 06/14	Human Resources Manager
Boy Scouts of America	08/09 - 06/13	Senior Human Resources Specialist/HR Generalist
Hilton Hotels Corporation	09/07 - 07/09	Human Resources Manager and Manager of Recruitment and Retention

***EDUCATION***

<b><u>School</u></b>	<b><u>Date</u></b>	<b><u>Course/Degree/Certification</u></b>
Texas Woman's University	2004	M.B.A., Business Administration
Texas Woman's University	2002	B.A., Business Administration
DISC Behavioral Analysis Certification/Trainer	2016	Certification/Trainer
Senior Certified Human Resources Professional (SHRM)	2015	SHRM Certification
Senior Professional Human Resource (SPHR)	2007	SPHR Certification