# Chelsea Dodd

MANAGER OF HUMAN RESOURCES AND ADMINISTRATION




**OFFICE** Regina

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Chelsea Dodd is the Manager of Human Resources and Administration for the Regina office.

## Overview

Chelsea Dodd is an HR professional with over ten years of experience supporting organizations through recruitment, employee relations, policy development, and day-to-day HR operations. She has worked with teams of all sizes and takes a practical, people-focused approach to her work.

Chelsea looks after human resources functions including payroll, HRIS systems, OHS compliance, recruitment and retention, performance management and related policy development and enforcement. Chelsea plays a key role in overseeing facilities management and the overall administrative functions in the Regina office.

Chelsea is a member of the firm's management team and works closely with the Director of Administration, Chief Operating Officer and the Executive Committee.

## Achievements

**EDUCATION**

- CPHR Candidate
- Diploma Human Resources Management, Saskpolytech, 2013

**MEMBERSHIPS & ASSOCIATIONS**

- Chartered Professionals in Human Resources, Saskatchewan

**COMMUNITY INVOLVEMENT**

- Chartered Professionals in Human Resources, Saskatchewan