**WILLIAM J. KIPPER**

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CAREER SUMMARY
I am an experienced profession in Human Resources with extensive 34 years of Human Resources experience as a Compensation analyst, administrator and manager, an HR Generalist, Employee Relations/Labor Relations focal, , Skill Team focal, HR project leader and manager of HR systems & records and employee programs. In addition, I have 8 years of management, administrative, project management and lean experience in the Business Management and Support Services arenas.

QUALIFICATIONS

Compensation

* Salaried compensation administration at site, program, and corporate level
* Conduct Job evaluations to determine essential functions and appropriate classification of work
* Development and implementation of new and revised job classifications
* Performance Pay Program (P3) manufacturing compensation analysis and administration (Mesa Unique)

Employee Relations / Labor Relations

* Work Environment Assessments
* Contract negotiations: Guards & Fire Fighters , Teamsters and Technical units including development and implementation of job classifications

Community Outreach:

* Jr/SR High schools, community events (Falcon Field Open House, City of Chandler, Goodwill Industries, Mesa Martin Luther King Festival) promoting Boeing career opportunities in Arizona and worldwide

Recruiting – Community job fairs, veterans and military job fairs

* Fort Hood, Fort Campbell, Nellis AFB, Luke AFB, Arizona Department of Economic Security, Maricopa Workforce Connection), diversity job fairs (Local Work, Phoenix Black Chamber of Commerce

College Manufacturing Programs

Chandler Gilbert Community College:

* Lead effort to establish CGCC as a University Relations Portfolio School
* Development of program to create Mesa P3 internships and scholarship opportunities for students
* Deputy Executive Focal

Mesa Community College - Arizona Advanced Manufacturing Institute (AzAMI)

* Partner with Boeing leadership and Boeing Learning Training and Development group in implementation of certification programs for Electrical, composites and mechanical assembly
* Developed proposal to add MCC / AzAMI to the University Relations Portfolio providing internship and scholarship opportunities for students

Human Resources Generalist

* Provide advice, counsel, coaching and related HR support

SKILLS
Job evaluation and job classification development

Pay structure development

Ability to remain objective in stressful situations
Proficient with HR Systems, tools and processes

Knowledgeable in HR Policies and Procedures
Strong Customer Service focus
Strong teaming skills: working together within and across organizations
Project management skills
Analytical skills and abilities
Advocate for diverse and empowered teams
Process oriented with focus on Lean and Continuous Improvement
Excellent Communication skills (presentations and written)

Microsoft Office (Excel, PowerPoint) Proficiencies

EDUCATION
BA – Business Administrations U of Washington Major: Human Resources Management

Aerospace Industry Manufacturing Seminar (AIMS) – University of Washington

Boeing Training: Attended numerous Boeing sponsored or endorsed training, seminars, conferences and educational opportunities including: Employment Law and Legislation (including EFCA), Compensation, Affirmative Action, Ethics;Taking Performance Management and Salary Planning to the Next Level, Boeing Enterprise Lean Conference, Society for Human Resource Management (SHRM), American Compensation Association (ACA), Conducting Structured Interviews

EMPLOYMENT HISTORY
Human Resources Generalist –Contracted position with **Chipton Ross / Creative Human Resource Concepts @ Boeing** Mar 2008 – May 2016
Human Resources Generalist (HRG) support to Boeing Mesa Operations and Engineering

* Addresses employees and manager concerns, conducted investigations and research issues or allegations to provide advice and counsel supporting the appropriate resolution of those concerns.
	+ HRG Support to Manufacturing: assisted employees in research on HR issues and educate employees on use of TotalAccess to help them become self-sufficient.
	+ Conduct workplace environmental assessments and provide recommendations to leadership to improve team effectiveness
* Interpret and communicate HR Policies, processes, procedures, program guidelines, and legal requirements.
* Developed project management plans for several HR initiatives.
* Collaborate with management to develop HR analytics in support of functional skill teams.
* (ChiptonRoss) Partner with managers to conduct compensation analysis of employee pay issues and concerns and coordinated with HRG's and Management to develop appropriate actions.
* Lead multiple HR projects in partnership with core functional areas such as Employee Relations, compensation,workforce, training and global staffing.
* Lead the site workforce utilization board and partnered with leaders and HRG's to evaluate the effectiveness of the board and improve the process and data reported.
* Lead staffing support and collaborate with global staffing, attending recruiting events in the local community and partnerships with key military installations.
* Lead outreach programs with local Jr. High Schools and high schools and community organizations promoting Boeing and careers in the aerospace industry to build pipeline for future requirements and support Affirmative Action Good Faith Efforts..
* Lead successful effort to add Chandler-Gilbert Community College (CGCC) Aviation program and Mesa Community College, Arizona Advanced Manufacturing Institute, to the University Relations school portfolio.
* Provide strategic and tactical support to the CGCC and MCC Executive Focal
* Partnered with Executive focal as deputy focal managing the campus plan with Chandler-Gilbert Community College (CGCC) Aviation program.
* Partner with global staffing and managers to test and implement the new contract labor resourcing system.
* Partner with HR Focal and compensation during annual P3/Manufacturing program reviews.
* Partner with Learning and Training organization in the development of a new On the Job Training and skills development program for P3 Technicians and Assemblers
* Completed compensation analysis of pay equity and classification issues for P3 (Manufacturing) employees and collaborated with HR and management to develop recommended actions that minimize future equity issues while supporting the business needs of the organization.
* Facilitated After Action Review for the P3 Performance Management & Salary Planning process. Analyzed the data and coordinated development of the Performance Management Salary Planning Briefing materials resulting from the after action review and other inputs.
* Developed and maintained HR project plans for the compensation analysis of Performance Pay Program (P3) (Manufacturing), P3 Team Lead, P3 Job Classification Study, P3 Salary Planning After Action Review
* Developed reduction in force transition plan that integrated programs from Boeing Career Transition Services, Maricopa Workforce Connection and the Arizona Department of Economic Security.
* Developed business case for Deaf Interpreter onsite support, most of whom are in manufacturing postions
	+ Develop and implemented action plan for the selection of local provider and hiring of on-site ALS Interpreter American Sign Language (ALS) support to Deaf employees.
* In collaboration with the Boeing Mesa diversity office, lead the formation of a new Affinity Group- the Boeing Employees Abilities Awareness Association (BEAAA).

Self Employed, Semi Retired**,** Mesa, AZ Feb 2007–Mar 2008

Manager HR & General Services **The Boeing Company,** Mesa, AZ Oct 1999 - Jan 2007

* Manager of People and General Services teams responsible for the leadership and administration of Compensation & Benefits and a variety of HR programs & services and Shared Services offerings. Note that some of these functions resided in HR initially and subsequently moved to Shared Services Group
* Areas of responsibility included management of the following:
	+ HR Services: Compensation and Benefits administration
	+ Conducted and lead compensation analyses across all functions in Mesa. Completed investigations of pay and classification issues raised by employees. Developed appropriate remedies and communication to affected parties.
	+ Shared Services: Mail Services; Commuter Services; Food Services, Creative Services; Security & Fire Protection Services Learning Together Program; HR Systems and Records (prior to centralization) Site Company event; Fitness Center; Discount Programs; Recreation/Clubs; Health Services
	+ Participated in numerous interview panels for open positions
	+ Collaborated with the Organization Effectiveness function to facilitate several organization development events focused on improving the work environment and trust, often leading to changes in employee classification to better represent the work performed
	+ Provided leadership and training to two High Performance Work Teams that achieved level 4 status
	+ Successfully redeployed staff members to other positions in the process of streamlining the organization.
	+ Project Lead for the Mesa Business Continuity Program: partnered with division representatives and Company administrators to develop and implement the Site Business Continuity plan to assure that the essential functions would remain active and viable in the event of a catastrophic event.
	+ Mesa Site Services Lean Focal: certified to lead Value Stream Mapping
	+ Completed investigations of issues related to services provided as well as employee concerns, collaborated with appropriate individuals to develop actions to resolve these issues.
* Absorbed the responsibility as acting site HR leader for 9 months while HR leader was on LOA.
* Coached employees regarding their performance and worked with them to identify areas of improvement, developmental and career opportunities.
* Advocated for the people and functions I was responsible for in order to provide the appropriate resources and support they needed to be successful.

Compensation Analyst / Manager **The Boeing Company**, Seattle WA March 1997–Oct 1999

* Boeing/McDonnell Douglas Merger Transition Team Co-Lead responsible for development and implementation of common pay practices and common classification and Payroll structure.
* Conducted compensation analysis of employee pay issues and market pay relationships. Team co-lead for the salaried payroll compensation program design which included manufacturing positions in Arizona.
* Corporate Headquarters 1997-1999 Responsible for non-union compensation practices and administration.

HR Generalist, Skill Team and Employee Relations& Labor Relations**The Boeing Company**, Seattle WA

Information Technology Support Services Division: July 1995-March 1997

* Co-Lead Labor negotiations of union contracts with Guards & Firefighters and Teamsters. Participated in negotiations with Seattle Professional Engineering Employees Association - Engineering and Technical units. Completed investigations of union complaints. Including design and implementation of new job descriptions
* Provided HRG and Skill Team support to Information Technology function

HR Generalist, Compensation Analyst, International & Skill Team Support**The Boeing Company**, Seattle WA

Boeing Commercial Airplane Program Nov 1978 –July 1995

* BCA 767 &777 HRG/Compensation/Administrative support to Japan Resident team.
	+ HR Generalist supporting 767 & 777 teams
	+ Responsible for coordinating employee compensation packages (Including job evaluation and classification of employees), housing, employee and family orientation sessions, language training, interviewing and selecting prospective members of the 777 Japan resident team.

Business Management - **The Boeing Company**, Seattle WA July 1973- Nov 1978

* Cost & schedule analyst and manager supporting Commercial Airplane Programs