

SANDRA (SANDI) BOLLER

St. Louis, MO
314.608.2878

sandiboller98@gmail.com
<https://www.linkedin.com/in/sandi-boller-9122b018>

EXECUTIVE PROFILE

Highly motivated Human Resources executive with strong analytical and problem solving abilities; significant focus in relation to legal and compliance issues. Developed an exceptional reputation as a consultant improving effectiveness when handling various employee issues. Established credibility and rapport using interview and communication skills to strengthen customer relationships. Solution-oriented with an eye focused towards bottom line results.

Areas of Expertise:

- Employee Relations
- Employment Law
- Benefit Administration
- Leave of Absence/FMLA/STD
- LTD Administration
- Mergers & Acquisitions
- Policy & Procedure Development-Implementation & Adherence
- Investigations
- RIF/Reorganization
- Management Development/Training
- PeopleSoft HR Systems

PROFESSIONAL EXPERIENCE

US BANK – St. Louis, MO

1991-2015

(formerly MERCANTILE BANK – the \$422 billion asset financial services company with 68,000 employees)

Vice President, Human Resources, Benefit Administration (2002-2015)

- Managed the Leave of Absence (LOA) Process for 68,000 employees while handling complicated employee situations and ensuring compliance with all federal, state, and employment laws.
- Monitored and assessed daily activity on the PeopleSoft HR system to ensure accurate and compliant data.
- Organized investigations by gathering information and data necessary to make employment decisions; confirmed understanding, company policy compliance, and legal issues associated with resulting decisions.
- Managed benefit and HR policy issues in relation to several acquisitions. Provided strategic counsel for managers and employees regarding all HR issues by conducting training sessions and providing various communication tools.
- Administered the Employee Assistance Program (EAP) contract to provide employees and managers access to information and assistance as needed for work/life balance. Utilization of the EAP increased over 100% from 2013 to 2014 with focus on strategic communication.
- Reviewed and assisted HR partners in Europe with international benefit issues.

Vice President, Human Resources, Employee Relations (1991-2001)

Managed multiple functions during this time period including:

- Mergers and Acquisitions - provided strategic guidance for 35 acquisitions related to cultural integration and all HR issues.
- HR Generalist and Business Partner – led corporate initiative for developing, implementing, and promoting positive employee relations for Operations and I.T. business lines consisting of over 1,000 employees and managers. Directed all ER investigations, monitored staff, and consulted with management.

- **Benefits Manager** – provided employees informational overview sessions explaining benefit options and answered questions pertaining to the said benefits. Ensured documentation and communication was beneficial and legally compliant.
- **Affirmative Action (AA) Manager** – monitored and maintained the company AA plan and successfully managed an OFCCP audit. Conducted Diversity Training sessions for managers and employees.
- **Training Manager** – Administered and managed the following employee and manager training sessions: Management Development, Sales, Diversity, HR topics, systems, and product specific.

MERCANTILE BANK – St. Louis, MO**1981-1990**

Managed multiple functions during this time period including:

- Conducted management training programs throughout all affiliate bank locations.
- Trainer for headquarters year-long Management Development program for up to 25 recent college graduates.
- Directed New Employee Orientation, Diversity Training, and Sales Training.

EDUCATION

MBA – Business and Marketing

Lindenwood University – St. Charles, MO

BSBA – Business, Human Resources and Marketing

Lindenwood University – St. Charles, MO

PROFESSIONAL DEVELOPMENT & COMMUNITY INVOLVEMENT

Member, Society for Human Resource Management (SHRM)

Executive Board Member, O'Fallon, MO YMCA

Board Member, St. Louis Business Health Coalition

Board Member, Maternal, Child & Family Health Coalition