



# NOCCCD

## Welcome to the District Human Resources Department

### **Mission**

The Human Resources Department is committed to attracting, hiring, engaging, developing and retaining highly qualified personnel to support the educational success of our students.

### **Values**

The Human Resources Department fosters a culture that values diversity, treats everyone with respect, and strives for excellence in the delivery of services to our customers.

### ***People matter***

### **Who does what in Human Resources and how can I reach them?**

Irma Ramos	Vice Chancellor, HR	(714) 808-4822	iramos@nocccd.edu	District-wide strategic direction and operational oversight for the HR Department. Chief Negotiator.
Rosanne Gerardo	Executive Assistant III to the Vice Chancellor	(714) 808-4826	rgerardo@nocccd.edu	HR Board agenda; HR budgets; public records and subpoena requests; job measurement; Union liaison.
Julie Kossick	Associate Vice Chancellor, HR	(714) 808-4818	jkossick@nocccd.edu	Labor relations; personnel matters; training; sabbaticals; equivalency; negotiations; contract administration.
Carmen Aikin	Executive Assistant II to the Associate Vice Chancellor, Human Resources	(714) 808-4816	caikin@nocccd.edu	Sabbaticals; management and classified evaluations; job measurement.
Arturo Ocampo	District Director, Diversity & Compliance	(714) 808-4820	aocampo@nocccd.edu	Diversity/inclusion/equity activities and trainings; Discrimination and Title IX investigations, EEO and compliance trainings.
Monica Ernandes	Administrative Assistant II to the District Director, Diversity & Compliance	(714) 808-4812	mernandes@nocccd.edu	Diversity activities; assist with compliance training; complaint investigation support.
Simone Brown Thunder	District Manager, HR	(714) 808-4821	sthunder@nocccd.edu	District-wide recruiting; position control and compliance reporting.
Amita Suhrid	District Director, Professional Development	(714) 808-8405	asuhrd@nocccd.edu	District-wide professional development and training for employees.
Joseph Aranda	Administrative Assistant II to the Director of Professional Development	(714) 808-4807	jaranda@nocccd.edu	Coordination of District-wide professional development and training for employees.

## Who does what in Human Resources and how can I reach them?

Lizeth Sanchez	HR Coordinator	(714) 808-4825	lsanchez@nocccd.edu	Hiring committee training and support, recruitment, assist with position control and compliance reporting.
Marisa Kvenbo	Benefits Coordinator	(714) 808-4815	mkvenbo@nocccd.edu	Employee benefits program; open enrollment, benefit & wellness fairs; PERS/STRS.
Tyler Noland	Benefits and Leave Coordinator II	(714) 808-4806	tnoland@nocccd.edu	Employee benefits program; open enrollment; FMLA leave coordination.
Victoria Deemer	HR Specialist, Classified	(714) 808-4817	vdeemer@nocccd.edu	Classified and hourly employees; step and longevity increases; temporary managers for CC.
Stela Keri	HR Specialist, Classified	(714) 808-4809	skeri@nocccd.edu	Classified and hourly employees; TB testing; volunteer authorization; temporary managers for NOCE/District.
Jeanne Tran	HR Specialist, Classified	(714) 808-4827	jtran@nocccd.edu	Classified and hourly employees; temporary managers for FC.
Adela Gonzalez	HR Specialist, Academic	(714) 808-4819	agonzalez@nocccd.edu	Academic employees; professional experts for CC; credit adjunct sick leave.
Melissa Hesson	HR Specialist, Academic	(714) 808-4808	mhesson@nocccd.edu	Academic employees; professional experts NOCE; faculty TB testing.
Vickie McPherson	HR Specialist, Academic	(714) 808-4823	vmcpherson@nocccd.edu	Academic employees; professional experts for FC; load banking; equivalency.
Elizabeth Ledezma Renteria	Personnel Services Specialist, Fullerton College	(714) 732-5097	eledezma@fullcoll.edu	Facilitates processing of FC new-hires; coordination of faculty staff assignments.
Barbara Woolner	Personnel Services Specialist, Cypress College	(714) 484-7305	bwoolner@cypresscollege.edu	Facilitates processing of CC new-hires; coordination of faculty staff assignments.
Luisa De Santiago	Human Resources Technician	(714) 808-4813	ldesantiago@nocccd.edu	Employment recruitment; EDD and employment verification.
Julia Davis	Human Resources Technician	(714) 808-4814	jdavis@nocccd.edu	Employment recruitment; EDD and employment verification.

**General Information:** The Human Resources Department is located on the 9th floor of the Anaheim Campus, 1830 W. Romneya Dr., Anaheim CA 92801. Office hours are 8:00 a.m. to 5 p.m. daily, unless otherwise noted.

General HR Phone: (714) 808-4810  
 General HR Fax: (714) 808-4802  
 Email: hr@nocccd.edu

General Benefits Phone: (714) 808-4800  
 Email: benefits@nocccd.edu  
 Job Hotline: (714) 808-4811

Confidential Employee Hotline: (714) 808-4838 to report violations of the District's Board Policies on Unlawful Discrimination.

Visit the NOCCCD website at [www.nocccd.edu](http://www.nocccd.edu) for employment opportunities, salary and benefits information, collective bargaining agreements and *myGateway* for HR forms and procedures. If you have questions give us a call!