



### Company Overview:

Mardigan Executive LLC is a woman-owned Human Resources Consulting, Staffing & Recruitment firm with 25+ years' experience! Our goal is to help you maximize your workforce's potential – to become better than their best! We put your people first. Receive the best-of the best experienced and seasoned professionals to retain and grow your organization.

Contact us to learn more about our federal contracting abilities!

### Our Simple 4-Step Process:

1. Lead with Data (Validate Placements)
2. Analyze Your Needs vs. Candidate Assessment Results
3. Screen, Interview then Match Candidates
4. Save you TIME!

### Capability Statement Core Competencies:

#### Talent Sourcing & Recruitment

- Candidate Assessments, Screening, Shortlisting Candidates, and Interviewing
- New Hire On-Boarding & Orientation
- Executive Search, Direct-Hire/Permanent Placements, Temporary & 1099s (High Volume)
- Reference Checks, Background Checks

#### Employee Relations

- Discipline Management (Problematic Employees, etc.)
- Labor Laws (National)
- Case Management (Investigations, Documentation & Reporting)

#### HR Training & Development

- Coaching, Workshops, Seminars (Soft Skills & Hard/Technical Skills)
- Profiling & Assessments
- Training Needs Assessments

#### Compliance

- Employee Handbooks (Develop & Maintain)
- HR Policies & Procedures
- Audits (System, Employee Records, Regulatory, Federal/State Compliance)

#### Salary & Compensation

- Annual Benchmarking
- Market Intelligence
- Analysis & Reporting
- Salary Guidelines and Grading

#### HR Consulting/Administration

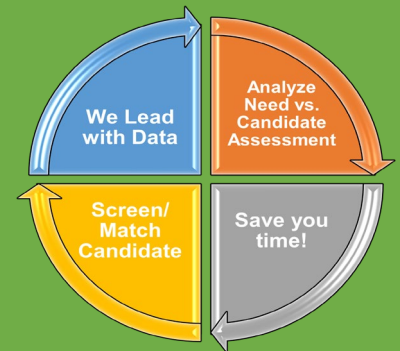
- HR Project Management & Administration
- General HR Transactions, Communication
- HR Support/Liaise & Operational Issues (Problem Solving)

Capability Statement

CAGE Code: 89KB3

DUNS Number:  
081980343

Our Simple 4-Step  
Process



Contact:

Mardigan Executive  
855-433-3037

confidential@mardiganexecutive.com

[www.mardiganexecutive.com](http://www.mardiganexecutive.com)



Mardigan Executive LLC  
([fedlinks.com](http://fedlinks.com))



**NAICS Codes:**

561312, 561320, 561330, 561410, 561421, 561311, 541612, 541199, 541611, 561110, 561210, 561492

**Differentiators:**

**Professional Woman of the Year!**

**CERTIFICATIONS:**

- WOSB (Woman-Owned Small Business)
- WBE (Women’s Business Enterprise National Council)
- EDWOSB (Economically Disadvantaged Women-Owned Small Business)
- MBE (National Minority Supplier Development Council)
- DBE (Disadvantaged Business Enterprise)
- \* Seasoned professionals that mentor and consult with your staff
- \* We work nationally
- \* We SPECIALIZE in Recruitment (Direct Hires) & Staffing (Temps, 1099s), Human Resources
- \* Unique approach and strategic process

**Expertise:** 25+ Years Wide Spectrum HR Experience with Proven Track Record (US National & Global)

**Client Services:** We’re Your Champion! Your People Come First with Us – Top of the Industry Professionals at Work for You!

**Tools/Processes:** Mobility/COVID regulated, Adaptability, Technologically Savvy, Smooth-Succinct and Efficient Processes for Positive Outcomes

**Results:** Empowering Your Workforce to be Better Than Their Best!

**Past Performance:**

**Delta Air Lines:**

Lead Projects: Facilities: Design office space for Delta administrative campus, lead office moves for 500+ employees, start up HR office for Delta Flight Products, Redesign Hiring Process

**Georgia Technology Authority (GTA):**

GTA provides technological services and support to the State Government, promoting a business approach to the State’s IT needs! Provide Facilities Services: design office space, lead office moves, Organizational and Leadership Training and Development, Assessments and Profiling Leaders and staff, Leadership Coaching, Seminars, Webinars, Training Needs Assessment, Analysis, and Key Reporting

**Decisely Technology/Insurance Services:**

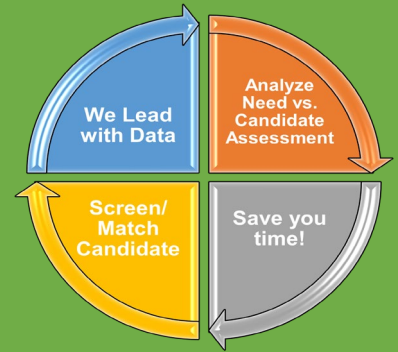
Decisely is a technological/ insurance benefits brokerage and HR services firm specializing in integrated technology solutions for businesses. They provide a turnkey HR platform for brokers, franchises, and associations nationally. Provide Human Resources strategy for company and clients of company – full-service Human Resources: Talent Sourcing and Recruitment, Employee Relations, HR Training & Development, Compliance, Salary & Compensation, HR Consulting, and HR Projects and Administration

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**Our Simple 4-Step Process**



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