Dillingham Consulting, LLC

FRACTIONAL HR SUPPORT • WORKFORCE TRAINING & CAREER READINESS • AI-ENABLED HR

CAPABILITY STATEMENT

NJ SBE, MWBE & PORT AUTHORITY CERTIFIED | UEI **U6ZVQDCJ2GF6** | CAGE **26HD6**

Company Overview

Dillingham Consulting, LLC is a **woman- and minority-owned HR consulting and training firm** based in Springfield, New Jersey. We provide fractional HR support, workforce training, and career readiness programs for public agencies, school districts, and employers. Our principal consultant brings **more than 20 years of HR and learning and development experience**, including leadership roles in insurance and financial services.

Core Competencies

Leadership & Management Development

Program design, cohort facilitation, coaching, MBTI, DISC and 360 assessments

Workforce Training & Career Readiness

Custom workshops and multi-session programs for employees, managers, students, and early-career talent. Topics include workplace communication, interview preparation, and workplace expectations.

Fractional HR Support

Workforce planning, employee performance, recruiting and onboarding, talent reviews, and succession planning.

Recruiting, Onboarding & Credentialing

Sourcing, screening, license verification and start readiness

AI-Enabled HR Technology

Custom HRIS, workforce dashboards, AI-assisted workflows, automation and responsible AI use policies

Process Improvement & Adoption

Six Sigma process redesign, change management and end-user training

Past Performance

Healthcare Staffing Client | HRIS & Credentialing — ONGOING

Built a custom HRIS and RN/LPN credentialing workflow covering onboarding, background checks, TB screening, fingerprinting and start readiness. Manage all new hire onboarding.

Maritime Shipping Client | Recruiting — ONGOING

Third-party recruiting for engineering and deck officer roles, including candidate sourcing, screening, and license and endorsement verification.

Harlem Lacrosse | Career Readiness — PRO BONO

Delivered a Corporate Playbook training series on navigating the workplace before, during and after summer internships.

Beyond The Call 24 7, Inc. | Operations — PRO BONO

Operations specialist for this 501(c)(3): systems, outreach and website updates.

Enterprise L&D Leadership | North America — PRIOR EXPERIENCE

Led a $12M North America learning and early careers portfolio. Scaled onboarding for 4,000 employees, delivered leadership programs to 800+ and doubled early-career hiring.

Differentiators

- **Responsible AI use:** We use AI-assisted tools where they support the work, with human review of client deliverables.
- **Builds the tools as well as the training:** HRIS, dashboards and AI workflows tailored to each client.
- **Enterprise-level L&D leadership** delivered with small-business responsiveness.
- **Educator by training (M.Ed.)** with measurable results: pre and post assessments and clear reporting.

COMPANY DATA

UEI	**U6ZVQDCJ2GF6**
CAGE	**26HD6**
NJSTART	**Vendor ID V00119915**
PANYNJ	**Supplier No. 7026662**
Type	**Woman- and Minority-Owned LLC**

CERTIFICATIONS

NJ SBE Category 1	#A0754-95
NJ MWBE	CERTIFICATE #A0754-94
Port Authority NY & NJ	CERTIFIED
SBA WOSB	IN PROCESS

NAICS CODES

541612	HR Consulting — PRIMARY
611430	Professional & Management Development Training
541611	Administrative & General Management Consulting
541618	Other Management Consulting
561311	Employment Placement Agencies
561312	Executive Search Services
611710	Educational Support Services

CREDENTIALS

M.Ed., Curriculum & Instruction; B.S., Finance

Professional in Human Resources (PHR)

Six Sigma Green Belt and Yellow Belt

TECHNOLOGY

AI & Development: ChatGPT, Claude, Perplexity, Manus, Supabase, Netlify, GitHub, HeyGen, ElevenLabs

HR Systems: Workday, SAP SuccessFactors, ADP, ServiceNow, PeopleSoft, UltiPro

Analytics: Power BI, Microsoft 365, Google Workspace

CONTACT

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