



Monica Castellanos Simmons

Monica C. Simmons is the Director of International and Government Operations as well as the Translation and Interpretation Director for PHRST & Company, Inc. Monica identifies international and government entities' human resource needs and manages PHRST & Company's international and government relationships. Monica has extensive experience managing human resource management clients and managing client service activities. Moreover, Monica has 14 years of experience providing translation and interpretation services to individuals as well as corporations in a variety of areas. Throughout her career, Monica has been the bilingual resource person at her various workplaces.

Monica received her Bachelor of Arts degree from Stetson University in 1995 and began her professional career as the Control Center Coordinator at Nortel CALA in Sunrise, Florida, where she coordinated travel to Latin America for the Installation Department and managed and processed incoming requisitions and inventory requests, compiled, published and distributed the weekly departmental newsletter, as well as reorganized the installation department's record system.

Monica advanced her career entering academia as the first International Admissions Counselor of Stetson University. She developed and implemented the university's international recruitment program, refined and enhanced Stetson's multicultural enrollment program and increased multicultural enrollment by nine percent during the 1997 to 1998 academic year. Monica continued in the academic arena as Associate Director of Research for COLLEGIS, Inc. There, she surveyed vice presidents, directors, and presidents in higher education to identify technology outsourcing opportunities within higher education institutions.

Monica entered the Professional Employer Organization industry in 1998. She worked for Wackenhut Resources Inc. in the Client Services Division where she gained practical expertise in Payroll, Benefits, Corporate Training and collateral materials translation for the company, as well as for clients. Monica continued her Human Resource career at ResourceOne Benefits/CBIZ where she presented benefits information to existing clients. Monica also prepared staff and clients for a planned merger on behalf of the executive team. At Strategic Outsourcing, Inc., Monica entered as the Client Services Manager and then was promoted to Human Resource Outsourcing Services Manager. In 2002, Monica earned her PHRST & Company, Inc. Certification in Human Resource Management. She provided Strategic Human Resource services to multiple locations nationwide and consulted with clients on a national and international level. She provided salary and benefit comparisons, conducted human resource operations audits, and screened resumes and conducted initial interviews for position openings at various client sites.

In 2006, Monica began human resource consulting as well as translation and interpretation services for U.S. and international firms on a freelance basis. Monica recruited for international positions, researched local workplace safety regulations in Latin America, and restructured a publishing firm, and provided translation and editing services in the areas of human rights, international economic development, information technology, and workplace safety among others.

Monica has extensive international experience living and working with local businesses in Europe, Latin America and the Caribbean. She is fluent in English and in Spanish and is conversant in German. Monica often accompanies her husband on global assignments with the U.S. Department of Commerce where she networks with the important international business community, organizes events and meetings, as well as cultural activities of a diverse nature. She is based out of PHRST's New Hampshire office.