

CAPABILITY STATEMENT

Swinton & Associates possesses more than twenty-five years of experience providing results-driven professional services focusing on leadership and organizational development, performance management, facilitation services, motivational speeches, and executive coaching.

CORE COMPETENCIES:

- ✓ Oral and Written Communications
- ✓ Facilitation Services
- ✓ Human Resource Management
- ✓ Leadership Development
- ✓ Organizational Development
- ✓ Performance Management
- ✓ Professional and Personal Development
- ✓ Strategic Planning
- ✓ Team Building

DIFFERENTIATORS:

- ✓ Trained 2,500 employees on Managing Change.
- ✓ Trained 1,300 leaders on Performance Management.
- ✓ Facilitated 50 sessions on Workforce Culture.
- ✓ Created performance standards for 50 organizations.
- ✓ Services help improve performance, contributions, and results.

PAST PERFORMANCES:

I. Civilian Manpower Management and Workforce Development, Parris Island, SC

- A. Conducted training on Writing Critical Elements/Performance Objectives
- B. Conducted training on Team Building

II. Marine Corps Installation-East, Employee Training and Development Workforce Center, Camp Lejeune, NC

- A. Conducted training on Generational Leadership
- B. Conducted training on Civility in the Workforce

III. Washington Headquarters Services, Washington, DC

- A. Conducted training on Leadership Skills for Supervisors
- B. Conducted training on Performance Management

CERTIFICATIONS / LICENSES:

- ✓ Myers-Briggs Type Indicator
- ✓ Reality Therapy

GOVERNMENT CONTRACTING:

UEI: GVCAMA29N614

CAGE Code: 1WYG8

NAICS Codes: 611430, 541611, 541612, 561110, 611110, 611210, 611310, 611410, 611513, 611699, 813410, 813910, 813920

CREATING A SAFE, HEALTHY, AND PRODUCTIVE WORKFORCE