

HUMAN RESOURCES DEPARTMENT

LEADERSHIP / MANAGEMENT

- ✚ Ryan Beardsley, Assistant Superintendent, Human Resources (661) 789-6540
- ✚ Shirlonda Short, Executive Assistant-Confidential (661) 789-6540

CERTIFICATED

- ✚ Timothy C. Barker, Director, Human Resources (661) 789-6534
- ✚ Rocio Chamorro-Rosado, Administrative Assistant-Confidential (661) 789-6534
- ✚ Susana Gulke, Credentials Analyst (Last Names Beginning A - K) (661) 789-6535
- ✚ Jennifer Zarate, Personnel Administrative Clerk (Last Names Beginning A - K) (661) 789-6532
- Contact Marilyn Villaresis (Working out of class for Jennifer Zarate)**
- ✚ Linhna "Linh" Hoang, Credentials Analyst (Last Names Beginning L - Z) (661) 789-6541
- ✚ Teresa "Teddi" Ennis, Personnel Administrative Clerk (Last Names Beginning L - Z) (661) 789-6545

CLASSIFIED

- ✚ Solange Henriquez, Director-Classified Personnel (661) 789-6538
- ✚ Kari Dries, Administrative Assistant-Confidential (661) 789-6538
- ✚ Gloria Regan-Ramos, District Receptionist (661) 947-7191
- Coverage by Substitute Administrative Clerk, Gloria is currently working out of class**
- ✚ Marilyn Villaresis, Fingerprint Technician (Fingerprints / Badges) (661) 789-6531
- Contact Gloria Regan-Ramos (Working out of class for Marilyn Villaresis)**
- ✚ Marlene Cornejo, Personnel Admin Clerk (Last Names Beginning A - B, Sub Onboarding) (661) 789-6544
- ✚ Maritza Martinez, Personnel Administrative Clerk (Last Names Beginning M - Z) (661) 789-6516
- ✚ OPEN, Personnel Administrative Clerk (Last Names Beginning C-L) (661) 789-6536
- Contact Jennifer Zarate (Working in the open position)**

ABSENCE MANAGEMENT DESK (REPORTING ABSENCES/REFERENCE CHECKING)

- ✚ Alexandra "Alex" Bambaren, Personnel Administrative Clerk (L - Z) (661) 789-6542
- ✚ Carol Russell, Personnel Administrative Clerk (A - Z) (661) 789-6542

LEAVES MANAGEMENT DESK (ALL LEAVES & ACCOMMODATIONS)

- ✚ Heidly Castillo, Leaves Analyst (661) 789-6543
- ✚ Email: Leaves@palmdalesd.org - Please continue to scan & email all medical notes and requests for leave to this email address or submit the documents via fax.
- ✚ Fax: (661) 789-6658

Revised: 11/17/2023 sms