



**CURRICULUM VITAE**  
Jill Holtzman, Esq.  
Consultant

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## EDUCATION

J.D., Hofstra University School of Law  
Hempstead, NY  
*Honors: Contracts Law Fellow*  
*Activities: Student Bar Association Representative, National Institute for Trial Advocacy Program*

B.A., Tufts University  
Medford, MA  
*Honors: Dean's List*

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## PROFESSIONAL EXPERIENCE

**Employment Practices Solutions, Inc.** December 2025 - present  
Consultant

Conduct investigations into complaints of workplace misconduct. Provide guidance to employers on sound personnel practices, policies, and procedures. Facilitate training programs on a broad range of employment laws and issues, including investigation procedures, harassment and discrimination prevention, DE&I, effective hiring, disciplinary action and other workforce policies and practices. Provide one-on-one coaching to employees and leaders post-investigation.

**BED BATH & BEYOND** 2019 - 2023  
**Employee Relations Manager**

Engaged with business leaders and varying COEs enterprise-wide to address cross functional inquiries and concerns while also collaborating to improve upon current policies and procedures. Conducted high level Associate Relations investigations and lent expertise to ensure consistent application of company policy. Accurately identified and mitigated legal and/or operational risks.

- Managed Associate Relations allegation investigations involving senior level team members. Responsible for tracking, consulting with legal teams, preparing for and conducting interviews, compiling investigative reports, partnering on positioning and offering recommendations, documenting notes and resolution into case management system. Topics of investigations included harassment, discrimination, bullying, wage and hour concerns, and labor law violations.
- Member of threat assessment team. Evaluated the credibility and seriousness of potential or perceived threats to associates' safety and then executed the appropriate level of response.

- Implemented Reed Technology platform to record, process and manage requests for work/schedule/religious accommodations. Partnered with P&C representatives and business leaders, as necessary, to ensure interactive conversations and assessments with individual associates was conducted. Reviewed findings and provided guidance within the legal requirements. Ensured all information was communicated to all impacted parties and memorialized in the software.
- Investigated and collected relevant data to respond to EEO, State, and Wage claims. Partnered with internal legal team and served as company representative in hearings when required.
- Selected to Background Adjudication Team which advised P&C managers and HR Business Partners on appropriate action regarding the evaluation of background check results. Provided guidance on FCRA requirements to elicit potential concerns.
- Completed WARN analysis, OWBPA notices, creation of severance agreement, and providing information to our unemployment vendor to support store closure and layoff events.
- Responsible for all EEOC and state agency charges including investigating, responding with position statements and negotiating directly with agency investigators.
- Identified training opportunities and partnered with COE groups to craft quick reference guides and other training materials.
- Co-founded and ran first LGBTQ+ ARG.

#### **EMPLOYMENT PRACTICES SOLUTIONS, INC.**

September 2014-February 2016

##### **Consultant**

Consultant with a national woman-owned consulting firm with clients spanning all industries and sizes, such as Fortune 500 companies and government entities.

Work with HR Departments, In-House Counsel and Outside Counsel, and Management teams to meet client's specific needs and goals:

- Provide live training on a variety of topics, including harassment and discrimination
- Provide one on one training to address clients' specific concerns
- Investigate claims of harassment and discrimination, document findings and advise clients on best practices to resolve any issues.

#### **COMMON GROUND MEDIATION**

January 2013- August 2014

Founded company that provides mediation services for divorce as an alternative to court litigation for resolving disputes that arise such as child custody, division of assets, spousal support and child support.

#### **MARSH & MCLENNAN COMPANIES**

May 2005-Decmber 2012

#### **MARSH INC.**

July 2002-May 2005

##### **Senior Human Resources Business Partner**

- Provided HR expertise and counsel to management covering a full range of HR disciplines including organizational effectiveness, employee relations, performance management, career development, compensation and staffing.
- Oversaw the performance management process ensuring that the performance assessment, goal setting and development planning were implemented and utilized effectively. Managed leadership talent review and strategic succession planning process, as well as identify high potentials.

- Actively manage the year-end compensation process by partnering with the business to evaluate analytics including performance, merit and bonus distributions. Ensured alignment of rewards and recognition to expectations of performance and behavior at the Company.
- Supported Learning and Development initiatives by ensuring that appropriate learning experiences are available to employees allowing them to have the necessary skills to facilitate business initiatives and reach career goals.
- Reviewed and analyzed data in order to develop and implement HR practices that meet the specific needs of the business. Developed and communicated HR metrics that demonstrate added value and identify where changes in practices and policies are required.
- Managed and coached HR staff to ensure continuous growth in both skills and competencies.

#### **Employee Relations - Vice President**

- Provided advice and counsel to Human Resources professionals at over 120 locations across the country on issues involving employment, discipline, harassment, discrimination, employment law, terminations, policy and procedure, performance management, and benefits.
- Investigate and respond to internal and external harassment and discrimination claims and provide guidance to Human Resources generalists in conducting investigations.
- Develop and conduct training courses on harassment, discrimination and employment law for Human Resources generalists and managers.
- Develop Human Resources policies and procedures, including vacation, discrimination and harassment, performance management, etc.
- Review and approve all selection decisions for reductions-in-force and address terminated employees' concerns. Perform due diligence for Human Resources issues on potential corporate acquisitions and integrate the acquired companies' policies and procedures into Marsh's.
- Charged with taking a proactive approach to preventing potential claims through training, clear policies and procedures, and effective investigations and defense.

#### **THE ROBERT PLAN CORPORATION**

##### **Associate General Counsel**

November 1998 – June 2002

- Responsible for all employee relations issues in five states.
- Responded to administrative complaints by conducting investigations, drafting written responses and attending hearings.
- Designed and conducted in-house training, including workplace harassment and supervisory skills.
- Supervised administration of the Americans with Disabilities Act and the Family and Medical Leave Act and assured compliance with all local, state and federal employment laws.
- Reviewed and revised company policies.
- Managed outside counsel throughout all phases of employment litigation.

**CANTOR, EPSTEIN, BAILEY and DEGENSHEIN****Associate**

June 1998 – October 1998

- Conducted and defended depositions, handled court appearances, researched and wrote memoranda and performed document reviews on employment, real estate and commercial matters.

**BRECHER, FISHMAN, PASTERNACK, POPISH, FEIT, HELLER, RUBIN and REIFF****Associate**

September 1994 – May 1998

- Handled all phases of litigation involving workers' compensation cases.
- Conducted direct and cross-examination of lay expert witnesses at administrative trials before the Workers' Compensation Board; took and defended depositions; interviewed clients to ascertain viability of claims and advised clients of their right under the Workers' Compensation Law, the ADA and the FMLA; researched and wrote memoranda on current developments in the Workers' Compensation Law and other related areas.
- Provided legal consultation to several large public and private sector unions regarding the interrelationship between the ADA, FMLA and Workers' Compensation Laws.

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**LICENSE/CERTIFICATIONS**

- Member State Bar of New York

Volunteer for North Jersey Pride, a non-profit organization that brings LGBTQ individuals and allies together in support of tolerance, respect and empathy, and Rock CAN Roll, a hunger relief organization.