



CAPABILITY STATEMENT

www.itsquest.com

ITSQuest, Inc., is a small woman-owned, economically disadvantaged business established in 1994 in Hobbs, New Mexico. ITSQuest serves the entire State of New Mexico and West Texas and we pride ourselves in our excellent staffing service, providing clients with high caliber candidates. When partnering with ITSQuest, the client enjoys the sophisticated recruitment, energized assessment of all job site personnel, professional training, and credential front and back office skill sets.

ITSQuest is a recognized leader in designing and providing staffing solutions, testing programs, training programs, and outsourced human resources services to its wide variety of satisfied and successful clients. ITSQuest manages recruitment, employee relations, testing, training, personnel records, payroll records, workers' compensation claims administration, and unemployment cost management for twelve (12) ITSQuest staffing locations and 5,000 entry-level, supervisory, and executive-level employees annually in New Mexico and Texas.

DIFFERENTIATORS

- Focused on Customer Satisfaction
- Exceeds Clients Expectations
- Constantly Seeking Professional and Educational Improvement
- Willing to Measure Success by Evaluation of Services
- Understanding the Current Employment Issues and Addressing Issues with Knowledgeable and Well Thought Out Solutions
- Understanding the Risks Associated with the Hiring Process and the Management of Workers Compensation and Loss Prevention

PROFESSIONAL EXPERIENCE

Sarah Reagan, JD, BSN, CSP, holds over twenty-five years' experience in employment management in a variety of industries and professions. She is experienced in employment law in application to business and their employees and is a healthcare professional. Ms. Reagan often speaks to professional groups as both a lecturer and guest speaker emphasizing her knowledge in employment, healthcare and business issues.

Jeff Reagan, JD, CPA, has spent twenty-five years in the employment arena. Prior to employment arena, he worked as a certified public accountant, working with small businesses to create affordable and efficient solutions in all areas of their business. Mr. Reagan has taught many employment and leadership training courses and often publishes papers on employment and business issues.

CONTACT INFORMATION

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CERTIFICATIONS

Woman Owned	CPC
JD	CSP
SPHR	OSHA – CSHO, SSH
PHR	CRM

CORE COMPETENCIES

- Staffing
- Employment Law Compliance
- Certified Payroll
- Assessments
- Training (OSHA and professional development)
- Testing (skills and drug screening)
- Recruitment
- Interviewing
- Human Resource Audits & Reviews
- Accident Investigation
- Consulting & Advisory Services
- Mediation
- Policy Design and Preparation
- Employee Performance Evaluation & Peer Reviews
- Outsourcing for Employee Displacement
- Claims Management
- Investigation Services
- Employer/Employee Mediation
- Business Coaching
- Expert Witnessing
- Procedure Analysis and Mapping
- Risk Management
- Managed Services

PAST PERFORMANCE

Schlumberger – Administrative Support, Data Entry Services, Janitorial Services, Yard Hands
 Key Energy – Shop Hands, Yard Hands
 Haliburton – Dispatchers, Yard Hands
 Weatherford – Administrative Support, Yard Hands
 Basic Energy – Administrative Support
 Exterran – Field Service Tech, Shop Maintenance
 Holly Frontier – Administrative Support
 Yates Petroleum – Shop Hands
 Linn Energy – Administrative Support
 Chevron – Administrative Support
 BTI Services – Equipment Maintenance

Jeff Reagan
 President

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