

Contact Information

Laura D Ledford - Founder/CEO 810 Dutch Square Blvd, Suite 116 Columbia, SC 29210 lledford@opendoorpersonnel www.opendoorpersonnel.com

Direct Line: 803-233-2098

Office: 803-336-4400 Fax: 803-753-1885

After Hours Mobile: 803-363-9280

DUNS Number: 020482230 CAGE Code: 82PX4



FSS #36F79719D0212 **GSA 736 Pending**

About Us

Open Door Personnel is an HR consulting and talent recruiting firm based out of Columbia. South Carolina. We provide all-star talent within the staffing industry. Our name was chosen because as a staffing agency we have the unique ability to be a "Door of Opportunity" between our clients and our employees. You will find with our company, that we put tremendous value on our contracted staff and their career journey so that when our clients experience our talent, this value is carried into the assignment and ultimately leads to a new career home. Contact us to find out more about our federal contracting abilities.





Core Competencies

NURSING

- Registered Nurse
- Licensed Practical Nurse
- Certified Nursing Assistant
 Schedulers
- Nurse Practitioner
- PA for Hospitals
- Nursing Home
- Corrections
- Psych
- Phone Triage

EDUCATION

- Public & Private Sectors
- **Teachers**
- **Teachers Assistants**
- School Nurse

ADMINISTRATIVE

- Accounting
- Sales
- Administrative Support

HEALTHCARE ADMINISTRATIVE

- Unit Secretary
- Patient Secretaries
- Medical Collections
- Medical Accounting

SOCIAL WORK

- Mental Health/ Illness
- General Psychology
- Substance Abuse: Counselors/Case Managers
- Licensed Social Workers
- **Direct Support Profes**sionals
- Behavioral Health Assistants
- **Human Services Assis**tants
- MSW

NAICS Codes

- 541612 Human Resources Consulting Services
- 561320 Temporary Help Services
- 611430 Professional and Management Development
- 561311 Employment Placement Agencies
- 561312 Executive Search Services

PSC Codes

- R431 Support Professional: Human resources
- R699 Other Administrative Support Services
- · R499 Other Professional Services
- R410 Support Professional: Program evaluation/review/ development
- · Q702 Technical Medical Support
- Q999 Other Medical Services
- Q401 Nursing Services
- Q801 Medical Appointing Services

Key Differentiators

- All employees are registered in E-Verify
- All complimentary Pre-employment verifications are shared pre-hire.
- · Seasoned HR consultants with the knowledge and experience finding the most qualified talent.
- Accessibility for all clients via a live 24-7 cell phone for staffing needs and emergencies.
- · National HR consulting and talent recruiting firm.

Past Performance

- · State of South Carolina Department of Mental Health -\$1.200.000
- · State of South Carolina Department of Correction -\$1,500,000
- · State of South Carolina Department of Disability and Special Needs - \$1,000,000