



Client Quick Contacts Guide

Upon completion of Implementation, your company will receive its custom list of contacts for all departments.

(Dedicated support team members below may change from time to time. Department Managers listed can always put you in touch with your current specialist.)

FOR ASSISTANCE WITH:	INFINITI HR CONTACT:
<p>Payroll Paycheck processing, along with New Hire Packets, Pre-Hire Screening, etc.</p> <p>Garnishments</p> <p>Dept. Manager</p>	<p>Contact your Implementation Specialist For backup please also use: Implementation@infinithr.com</p> <p>Fred Johnson – 240-345-3201, fred@infinithr.com</p> <p>Jennifer Hardesty – 301.798.5627 jennifer@infinithr.com</p>
<p>Human Resources Compliance, policies, handbook, problems, etc.</p> <p>Unemployment claims</p> <p>Employee complaints, claims, lawsuits / EPLI</p> <p>Recruitment Support (additional fees may apply)</p>	<p>Contact your Implementation Specialist</p> <p>UIClaims@infinithr.com</p> <p>Jennifer Archer – 804-715-1920 #536, jarcher@inspiringhr.com</p> <p>Patrick Johnson – 303-204-2654, patrick@talentuition.com</p>
<p>Employee Benefits Coverage options (Medical, Dental, Vision, Life, Disability), 401k, deductions, billing, etc.</p> <p>VP of Benefits</p>	<p>Until you are assigned a Benefits Specialist, please call 866-552-6360 #5, benefits@infinithr.com</p> <p>Dawn Cloin – 301-329-6473, dawn@infinithr.com</p>
<p>Worker's Compensation First Report of Injuries, Claims processing / status</p> <p>Certificates of Insurance</p> <p>Dept. Manager</p>	<p>866-552-6360 #7, claims@infinithr.com</p> <p>866-552-6360 #6, certs@infinithr.com</p> <p>Colleen Sklamm – 301-517-6740, colleen@infinithr.com</p>
<p>Client Services General service inquiries, Work Opportunity Tax Credit (WOTC), Wage Cards</p> <p>Employment Verifications</p> <p>Dept. Manager</p>	<p>866-552-6360 #4, services@infinithr.com</p> <p>verifications@infinithr.com</p> <p>Joan Stewart – 301-329-6461, joan@infinithr.com</p>
<p>Tax W-2 issues</p> <p>Federal State Tax filings for ASO Clients only</p> <p>Dept. Manager</p>	<p>866-552-6360 #1, support@infinithr.com</p> <p>tax@infinithr.com</p> <p>Raphael Kalu – 301-798-5612, raphael@infinithr.com</p>
<p>Business Insurance Coverage General Liability, Cyber</p>	<p>Adriana Sanchez – 240-556-6015, adriana@infinithr.com</p>
<p>Infiniti HR VP of Operations</p>	<p>Rob Blunt – 240-781-6920, rob@infinithr.com</p>