

Teleworking

This presentation offers an overview of general telework principles and procedures. It provides you with up-to-date information on the Telework Enhancement Act of 2010 and how it affects you as a Federal supervisor. It covers the potential benefits of the telework program, in terms of recruitment and retention, reasonable accommodation, and mission accomplishment. Additionally, it addresses some of the concerns that supervisors may have with telework, and what to consider if you want to deny a telework request or terminate a telework agreement.

Yansi Hernandez

Yansi Hernandez joined the USGS Office of Human Capital as a Human Resources Specialist (Employee Relations) in 2011. Before coming to USGS, she worked for the US Department of Health and Human Services, Office of the Secretary, as an Employee and Relations Specialist. Prior to that, she worked for the Department of Agriculture, Agricultural Research Service where she served as Human Resources Specialist providing employee relations services. She has 5 years of experience in Federal employee relations and 5 years of human resources (generalist) experience from the private sector. In her role as an Employee Relations Specialist, she provides advice and counsel to supervisors and management on performance, conduct, leave, and other employee relations issues. Yansi also has personal experience with telework. Prior to starting a career in human resources, she worked in public health for 3 years. She holds a Master of Public Health degree from the University of San Juan, Puerto Rico.

Ximena Calero

Ximena Calero joined the USGS Office of Human Capital in 2011, she currently holds a role as a Human Resources Specialist in Employee and Labor Relations. Prior to USGS, she worked as a Human Resources Manager in the private sector. She brings over 12 years of human resources experience in employee relations, operations, strategic planning, performance management, compensation, conflict resolution, policy, and workshop facilitation. In her role as Employee and Labor Relations Specialist, she advises management on disciplinary and adverse actions, rights, grievances, appeals, performance management, telework, and other employee relation issues. Ximena also has personal experience with telework. She holds a Bachelor of Science Degree in Human Resources Management from the University of Maryland.