

JERRY RICHARD

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SUMMARY:

With over 15 years of diverse recruiting experience in engineering, finance, and technology, full-cycle recruiting and talent pipelining are enthusiastically embraced, while inclusive hiring practices are fostered. Adept at various ATS systems, including SuccessFactors, Taleo, iCIMS, and Workday. Certification as a Professional Recruiter has been earned on LinkedIn, and pursuit of SPHR certification is actively underway. Attracting top talent and building high-performing teams is driven by a strong enthusiasm. Seeking a senior talent acquisition position in an innovative organization presents an exciting opportunity to make a meaningful contribution.

Key skills:

- **Strategic Partnerships:** Build trusting relationships with hiring managers to understand their talent needs and attract the best-fit candidates.
- **Candidate Sourcing:** Employ a range of methods, including Boolean searches, social media outreach, diversity, equity, and inclusion (DEI) strategies, networking, referrals, and other innovative techniques to source high-quality talent.
- **Interviewing:** Conduct insightful interviews using behavioral and situational questions to evaluate candidates' potential and cultural fit.
- **Offer Management:** Effectively close and onboard candidates by employing strong negotiation and communication skills.
- **Compliance:** Ensure adherence to legal and ethical standards in hiring practices to promote fairness and equal employment opportunities.
- **Metrics & Analytics:** Track recruitment key performance indicators (KPIs) to refine strategies and demonstrate return on investment (ROI).

PROFESSIONAL EXPERIENCE:

Prometheus Talent Solutions, Crystal Lake, IL Corporate Talent Acquisition Specialist Consultant Lead June 2014-Present

Embedded contract recruiter for the following companies:

Reflik, Inc., Somerset, NJ

Freelance Recruiter, Current

- Sourced, screened, and submitted candidates to the Reflik team.
- Work on Engineering, Finance, Software, Hardware, Engineers, Developers, and Architects.

Navistar Inc, Lisle, IL

Contractor/Senior Recruiter

- Sr. Corporate Recruiter for Navistar Inc. (Manufacturer of International Trucks)
- Full Cycle Recruiting
- Recruited Engineering positions at various levels, including Chief Engineer and Sr. Engineer.
- Extensive use of LinkedIn Recruiter, Social Media Recruiting, DEI, and Handshake
- ATS is iCIMS

- Recruiting for Controls, CNC, Regulatory Compliance, Emissions, Chassis, Frame, Wiring, Spot Welding, Brakes, Multibody Systems, Hardware in the Loop, Design, On Board Diagnostics, Sales, EV Design, Mechanical Engineering, Electrical Engineering, Controls Engineering, Software Engineering
- Top Performer, most requested by upper management.

KellyOCG Division of Kelly Services

Contractor/Senior Recruiter

- Sr. Corporate Recruiter for John Deere
- Recruited for Electrical, Mechanical, Software, Systems, Agricultural, Geospatial, Quality, Embedded, CNC, and Manufacturing Engineers.
- Recruited Chief Engineers as well as entry level Engineering Roles.
- ATS was SuccessFactors.
- LinkedIn Recruiter, DEI, and Handshake.

Brunswick Corporation, Mettawa, IL

Contractor/Corporate Recruiter

Full Lifecycle Recruiter

- Filled 25 assigned finance and engineering positions in 8 weeks.
- Technical Support, CNC, Digital Experience, Technicians, and more.

Utopia Global Inc., Mundelein, IL

Contractor/Corporate Recruiter

- Full Lifecycle Recruiter being a direct point of contact for all US-based associates
- Sourcing, Screening, and filled positions with the following specialties: SaaS Inside Sales, Events Marketing, Content Marketers, Technical Recruiting, IT Recruitment, SAP Solutions Architect, Functional Consultant, Technical Consultant, Delivery Specialists, and Presales Specialists.

Roquette America, Geneva, IL

Contractor/Corporate Recruiter

- Full Lifecycle Recruiter
- Sourcing, Cold Calling, Screening Resumes, and Filled positions with the following Specialties: Pharmaceutical, Chemical, Mechanical, Electrical, CNC, and Biochemical Engineers, National, Regional, and Global Ingredient Sales in Pharmaceutical, Cosmetics, Consumer Products, and in the Paper Industry, Finance, and Accounting.

Randstad Sourceright, Atlanta, GA

RPO Contractor Sr. Talent Advisor/Sr. Recruiter

- Worked with the following Randstad Clients: Transamerica, Cedar Rapids, IA, Legrand USA, Fairfield, NJ -Pernod Ricard USA, White Plaines, U.S. Cellular, Chicago, IL
- Working with these clients, I was the subject matter expert. I also worked with and trained offshore companies in India and the Philippines on how to source and finding prospective candidates and handle high volume recruiting
- Constantly met the KPI and DEI for the clients.
- Using all available sourcing tools, including Boolean searches and Social Media. I filled positions in the areas of engineering and finance, including but not limited to VP Finance, Controller, Assistant Controller, Accounting (Cost, Auditors, Tax, Forensic, and CPA's), and candidates specializing in Sarbanes Oxley (SOX) Engineering including (Electrical, Mechanical, CNC, and Chemical).

AT&T, Hoffman Estates, IL

Contractor/Staffing Manager

- AT&T's Mobility Midwest Region managed staffing, finance, and support teams for all AT&T products and services.
 - Using ATS Boolean Searches and Social Media was able to fill all positions.
 - Full Cycle Recruiting

ADVANTAGE SALES & MARKETING, Anaheim, CA

January 2010 – April 2014 Recruiter/Manager

- Managed up to 17 Recruiters, training, performance management, and coaching
- The team had the highest fill rate of all teams on a Kroger Project
- Created special reports to assist Recruiters, Team leadership, and Clients
- Created special Pivot Tables in Excel to assist team members as well as upper management
- Recruit for managerial and supervisor positions
- Continually exceed hiring objectives
- Takes a hands-on approach to help candidates through the application and onboarding phases of the process, resulting in a greater percentage of retained candidates

ACCOUNTTEKNOLOGY, Long Island, NY**September 2007 – January 2010- Remote Recruiter Manager**

- Hired CFO, VP Finance, Controller, Assistant Controller, Accounting, CPA's, and candidates specializing in Sarbanes Oxley (SOX). Also staffed: IT, Underwriters, Software Engineers, Pharmaceutical, Medical, Sales and back-office personnel

EDUCATION:

- Purdue University, Bachelor's Degree, BA in Political Science/Management
- **LinkedIn**-Certified Professional Recruiter
- IBM training in Sales and Management
- Windows, Microsoft Word, Excel, Outlook, PowerPoint, and Adobe Acrobat Standard
- TTSM I, II, and III (Same as AIRS Training)