

Jervier Cater

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Executive Recruiter

PROFESSIONAL SUMMARY

Cultivated deep relationships with internal and external stakeholders to drive engagement and effectiveness of recruitment efforts needed to acquire next-level talent. I have Built and maintained a talent pipeline through resourcing while nurturing candidate relationships. Developed strong partnerships with hiring managers and management team with my recruitment process from intake to hire while delivering a world-class candidate experience. I'm able to conduct in-depth interviews with potential candidates for both professional and culture fit and advise the business in making the right hiring decisions.

EMPLOYMENT HISTORY

Senior Recruiter
Staffmark Group

Feb 2022 – Current
Lithia Springs, GA

- Developed and executed comprehensive recruiting strategies to attract qualified candidates for various roles within the company.
- Managed the full recruitment cycle, from sourcing and screening candidates to conducting interviews and extending offers.
- Utilized various recruiting channels, including online job boards, social media, networking events, and industry partnerships.
- I Built and maintained a strong pipeline of qualified candidates for current and future openings.
- Partnered with leadership to understand their specific needs and develop targeted recruiting plans.
- Ensures a positive candidate's experience throughout the recruitment process.
- Tracks and analyzes key recruiting metrics to measure effectiveness and identify areas for improvement.
- Conducts thorough needs assessments to identify individual and organizational learning gaps and develop targeted learning strategies.
- Partner with the VP of Sales & Marketing to implement initiatives that strengthen organizational culture, boost employee engagement, and enhance workplace effectiveness.

Recruiting Manager
Universal Pure

Jan 2019 – Feb. 2022
Villa Rica, GA

- High level of focus on staffing and retention of hourly associates, work closely with recruitment and hiring managers to continually fine tune the process and improve the quality of hires
- Oversee new hire offer process and orientation, partner with Trainers and Managers on retention strategy for new hires in first 90 days of employment.
- Oversee HR processes, policies and procedures and align with local management to adapt practices as necessary to best support the unique challenges of the location while ensuring adherence to our standards

- Role model behaviors that are congruent to our culture, act as a coach to local management, influence collaboration with leaders to make decisions that balance the best interest of employees and the business
- Provide courageous people perspective on business issues, even when unpopular, ensuring adherence to our core values and putting people before problems.

Onsite Recruiting Manager
ProLogistix Staffing

Jan 2015 - Jan 2019
Atlanta, GA

- Fill open positions with the most qualified candidates
- Ensure that all customers are provided with the highest level of customer service.
- Anticipate, and resolve potential service failures before they occur.
- Generate reports as required
- Maintain client information up to date.
- Maintain consistent and open lines of communication with all clients.
- Attended job fairs and business networking functions
- Strategize with teammates and managers to accomplish weekly goals

EDUCATION

Clifton Dupigny Community College	Associate's degree in Agricultural Science June 1998 to August 2002	Roseau
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SKILLS

Leadership, Organization, Time Management, Communication, Problem Solving, Decision Making, Customer Service, Teamwork, Contract Negotiation, Forecasting, Budget Management, Process Improvement, Critical Thinking.

Key Performance Indicators

- Time to hire
- Cost per hire
- Sourcing channel cost
- Sourcing channel efficiency
- Interview to offer ratio