ROBERT SMITH

Driver Recruiter I

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Professional recruiter, trainer, and provider of World Class Customer Service seeking position in the greater area where can apply experience and skills with a customer driven company that shares passion for creating Customers for Life.

CORE COMPETENCIES

Automotive Sales And Leasing Experience, Strong Automotive.

PROFESSIONAL EXPERIENCE

Driver Recruiter I

ABC Corporation - December 2003 – January 2006

Key Deliverables:

- Responsible for recruiting truck drivers for various companies nationwide.
- Avidin employment ad placing, recruiting resourcing, and job placement website scouting through social media.
- Knowledgeable in multiple hiring and government guidelines, DOT regulations.
- Avidin interviewing candidates for qualifying required experience.
- Knowledgeable in DAC reports and background checks.
- Work from home office/ travel accordingly.
- Answer phone, computer work, customer service Accomplishments Started recruiting department Skills Used Hiring OTR drivers.

Driver Recruiter

National Carriers, Inc. - 2001 – 2003

Key Deliverables:

- Recruit professional truck drivers both Over the Road and Regional using 10-Street candidate data base.
- Heavy inbound and outbound calls.
- Schedule new hire Orientation and work closely with Operations and the Safety and Compliance department ensuring all DOT regulations are met.
- Conduct phone interviews and process background checks.
- Make travel arrangements and hotel reservations for new drivers.
- Source potential drivers using numerous web based search engines..
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

2259 Oak Street, Old Forge, New York, 13420
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