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## Driver Recruiter Resume

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### Job Objective

Seeking a Driver Recruiter position that will utilize my years of experience in Human Resources

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### Highlights of Qualifications:

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- Remarkable recruiting experience in transportation industry
  - Huge knowledge of DOT and FMCSA Rules and Regulations
  - Steep knowledge of transportation equipment
  - Familiarity with Federal Labor Laws – EEO and ADA
  - Proficient with MS Office Applications
  - Ability to listen and analyze answers, and ask appropriate questions
  - Ability to develop and execute strategies for recruiting of drivers
  - Wide knowledge of driving, loading and unloading processes and procedures
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### Professional Experience:

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#### Driver Recruiter

CRST International, Inc., New Stanton, PA

June 2006 – Present

- Managed responses to applicants and carried out initial telephone interviews.
- Imparted information required by applicants.
- Extended employment application to applicants and maintained applicant data in recruiting database.
- Coordinated with applicants and analyzed background check data.
- Handled orientation date and travel arrangements.
- Corresponded with management with regard to recruiting progress.

#### Driver Recruiter

USF Holland Inc., New Stanton, PA

January 2002 – May 2006

- Coordinated driver recruiting process.
  - Evaluated applications and screens.
  - Established effective recruiting programs.
  - Corresponded with Terminal Managers and outlined ads.
  - Carried out research and offered alternative sources.
  - Gathered and assessed data and formulated reports.
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### Education:

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Bachelor's Degree in Business

Oberlin College, Oberlin, OH

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