
Military Recruiter Resume

Job Objective

Seeking a position as Military Recruiter to enhance my recruiting skills and capabilities in a well established organization.

Highlights of Qualifications:

- Remarkable military recruiting experience
- Deep knowledge of State and Federal employment laws
- Ability to input data, and prepare forms and documents for enlistment processing
- Ability to interview individuals to determine their suitability for placement.
- Familiarity with recruiting field and technical requirements
- Proficient with MS Office, Applicant Tracking Systems, PeopleSoft and HRIS system
- Superior communication skills

Professional Experience:

Military Recruiter
Picrme Military Housing, Wayne, PA
June 2006 – Present

- Imparted full lifecycle staffing solutions.
- Carried out background checks.
- Analyzed and pre-screened qualified candidates.
- Evaluated applications and coordinated with team members.
- Imparted job-specific details and carried out interviews for candidates.
- Aided web-based recruiting sources.

Education:

Bachelor's Degree in Criminal Justice
Granite State College, Concord, NH

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