
Nurse Recruiter Resume

Job Objective

Seeking a Nurse Recruiter position in a highly established hospital in which my skills can be enhanced to benefit the hospital.

Summary of Qualifications:

- Thorough knowledge of JCAHO regulations, QI, and policy and procedure
 - Outstanding interpersonal and communications skills
 - Excellent customer service skills
 - Proficient with computer applications
 - Remarkable ability to work in a dynamic, team-oriented environment and is flexible in setting priorities
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Work Experience:

Nurse Recruiter, August 2005 – Present
Riverside Methodist Hospital, Seattle, WA

- Coordinated recruitment process and recommended nurses and nursing assistants.
- Performed sourcing, pre-screening, interviewing and referring qualified candidates to respective hiring departments.
- Developed strategies and perks to attract and retain staff.
- Provided support to new hires.
- Conducted orientation and training of new staff.
- Helped in development of policies and procedures.

Nurse Recruiter, May 2000 – July 2005
Regions Hospital & Clinics, Seattle, WA

- Performed sourcing, screening, interviewing for nursing opportunities.
 - Consulted with hiring managers to understand their needs, developed nursing recruitment strategies, and recruited top nurses.
 - Identified candidates with necessary educational background and recruited nursing personnel.
 - Provided support in recruitment, staffing, promotions, and new employee orientation.
 - Collaborated with hospital managers and other HR staff.
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Education:

B.S in Health Sciences – Advanced Patient Care, Cisco College, Cisco, TX

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