

# Beth Tyner

---

Georgia, U.S. 30564 | (678) 414-2679 | tyner01@gmail.com | www.linkedin.com/in/bethtyner

## Profile

Accomplished Talent Acquisition and Recruitment Specialist of 10+ years with a robust background in high-volume recruitment across diverse industries and all levels of an organization. Friendly and engaging, able to pivot with changing business needs. Detail-oriented and experienced Senior Recruiter passionate about connecting people with opportunity. A multi-tasker who excels at recruiting with a record of accomplishment in inspiring great candidate experience and collaborative work. I am eager to continue expanding my skills and knowledge.

## Skills & Abilities

- Ability to drive Talent Acquisition
- Proficient with various ATS systems
- Excellent interpersonal and communication skills
- Poised under pressure
- Experienced in Passive candidate sourcing
- Consultative

**Technology:** Microsoft Office Suite, Outlook, OneNote, Excel, PowerPoint, Word, LinkedIn Recruiter, Entelo, SeekOut, Google Suite tools.

**ATS, CRM & VMS:** Workday, SuccessFactors, Greenhouse, BrassRing, PeopleSoft, Bullhorn, People Fluent, Phenom, SmartRecruiters, hireEZ, Salesforce, SAP Fieldglass, Bullhorn, IQ Navigator

## Experience

### **EMPLOYER CLIENT RELATIONS | WORKFORCE STRATEGIES GROUP | NOVEMBER 2023 – PRESENT**

- Managed relationships with Employers and Clients to ensure satisfaction and retention.
- Collaborated with clients to develop and implement effective communication strategies.
- Resolved client issues and concerns in a professional and prompt manner.
- Provided regular updates and reports to clients on project progress.
- Led client meetings and presentations to discuss business objectives and outcomes.
- Manage projects of workforce development and Learning/Training specific to Manufacturing.
- Determine needs through assessment of gaps in current workforce development programs.
- Assist with class preparation and registration.
- Utilized Salesforce, MS Teams, and MS Office suite for data management.

### **SENIOR RECRUITER | CIELO | NOVEMBER 2021 – OCTOBER 2023**

- Corporate HR Support and full life-cycle recruitment including candidate sourcing, screening, interviewing, and offer negotiation for Avanos Medical and Ferring Pharmaceutical
- Manage Talent Acquisition projects to include large-scale process improvement initiatives, intern and early careers, social media, participation in user councils, and diversity events.
- Roles include a mix of Corporate Operations, Manufacturing/ Production: Executive including Director, Associate Director, Manager, and HR leadership, financial/audit/accounting and R&D, Engineering, and IT.

- Manage Job requisition and candidates through Workday and SuccessFactors. Up to 30 individual requisitions, utilized MS Teams for messaging and video meetings.
- Develop sourcing strategies, (LinkedIn Recruiter and other sourcing methods)
- Track and report on key recruiting metrics, such as time-to-fill, candidate quality, and hire-to-interview ratios, and continuously improve the recruiting process.

### **RECRUITMENT LEAD | ENGAGE2EXCEL| JUNE 2019 - AUGUST 2021**

- Recruiting and Onboarding including passive sourcing and screening of potential candidates for direct hire openings in the Home Improvement/ Construction/ Retail /Logistics/Manufacturing industry. Entry to management-level roles, up to 25 requisitions.
- High Volume across multiple shifts.
- Utilized Workday, BrassRing, Paradox, Excel, Google, MS Teams/ MS Office suite.
- Talent Advisor to Hiring Managers, conduct weekly strategy meetings, prepare daily reporting, KPI.
- Ensure client staffing needs are filled per SLA, and that the company maintains a robust pipeline of qualified candidates.

### **SENIOR RECRUITER | DISCOVERY SOLUTIONS, INC. | APRIL 2014 - MARCH 2019**

- Full life cycle recruiting process in the Life Science/ Biotech industry. Corporate Manufacturing Operations/ Finance, Construction, Engineering, R&D, Sales, Marketing, and IT within a mid to large matrixed organization. Experience recruiting and sourcing for Executive, Manager and clinical.
- Utilized iCIMS, Bullhorn, Fieldglass for requisition and candidate flow.
- Staffed and sourced pharmaceutical candidates for our primary client Eli Lilly (Both Human and Animal Health) Full Time Direct Hires and 18-month contractors.
- Conducting intake calls engaging staff, and temporary staffing agencies for qualification calls with hiring managers.
- Post and Manage job postings through various job boards and social networking.
- Passive Sourcing for Executive and Manager level candidates.
- Experience in contractor staffing and Direct Hire Executive Level Perm Placements.
- Oncology, Neurology, Metabolic areas, both Go-To-Market, Operations and Manufacturing.
- Ensuring the Candidate has proper Credentials and Qualifications.
- Use of Job portals and recruiting tools such as LinkedIn Recruiter, indeed, VMS.

## **Education**

HS DIPLOMA | GAINESVILLE, GEORIGIA

A.S. CREDITS IN HEALTHCARE MANAGEMENT TECHNOLOGY | LANIER TECHNICAL COLLEGE, GAINESVILLE, GEORGIA

## **Accomplishments**

Successful hiring staff for a new physical location of Government Affairs office in D.C. (Ferring Pharmaceutical)

Lead Recruiter for upscaling R&D and the creation of a center of excellence. (Avanos Medical)