

LANGUAGES

English	Native
Spanish	Intermediate

MY CAREER



- Senior Recruiter, Pharmaceutical R&D at Healthcare Talent Advisors (4.7 Years)
- Operations Specialist, Manufacturing at Previous Manufacturing Solutions Group (2.5 Years)

PROJECTS

- R&D Recruiting Operations Improvement** 📅 2024
Mapped recruiting and operating workflows, connected performance measures with documented procedures, and identified practical improvements for stronger coordination, quality, and stakeholder visibility.
- Manufacturing Process Reliability Review** 📅 2021
Reviewed production concerns, investigated root causes, and organized corrective action recommendations that supported standard work, equipment activities, and consistent team execution.

LEADERSHIP & AWARDS

- Received Operational Excellence Recognition for disciplined process execution and practical improvement contributions.
- Earned Continuous Improvement Achievement honors for applying structured analysis to operational challenges.
- Served as Professional Development Mentor, sharing practical methods with peers and supporting capability growth.

EDUCATION

Bachelor of Science
University of Wisconsin Madison 🎓 GPA: 3.5 📅 2019 📍 Madison, Wisconsin
***Coursework:** Operations management, process improvement, data analysis, quality systems*

CERTIFICATIONS

- Lean Six Sigma Green Belt 📅 2024
- Professional Development Mentor 📅 2024

TECHNICAL SKILLS

- **Applicant Tracking Systems:** Workday, candidate records, requisition workflows
- **Recruiting Operations:** Recruitment cycles, talent pipelines, hiring leader advising
- **Sourcing Tools:** Candidate sourcing, pipeline development, market research
- **Human Resources Practices:** HR practices, candidate evaluation, employee capability
- **Recruiting Metrics:** Talent acquisition metrics, performance measures, operational reporting
- **Pharmaceutical R&D:** Pharmaceutical research, development recruiting, technical teams
- **Compliance Knowledge:** OFCCP knowledge, quality requirements, compliance documentation
- **Process Improvement:** Lean Manufacturing, Six Sigma, continuous improvement
- **Analytical Methods:** Data analysis, root cause analysis, corrective actions
- **Operational Systems:** Production operations, standard work, process controls

PROFESSIONAL AFFILIATIONS

- Manufacturing Improvement Association Member, connecting operational practice with ongoing professional learning.
- Professional Development Mentor, helping peers translate process lessons into practical workplace action.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST