

Contact

www.linkedin.com/in/amber-perez-84876b196 (LinkedIn)

Top Skills

Social Media

Inside Sales

Recruiting

Amber Perez

Hiring Coordinator at Labatt Food Services
San Antonio, Texas, United States

Summary

My experiences range from recruiting, human resources to inside and retail sales, with a specialty in advertising. Managing and developing relationships is key to professional growth. Searching for an environment where I am able to grow and experience new challenges.

Experience

Labatt Food Service

Hiring Coordinator

September 2021 - Present (3 years 2 months)

San Antonio, Texas Metropolitan Area

Express Employment Professionals

Employment Specialist

June 2019 - September 2021 (2 years 4 months)

San Antonio, Texas

- Find and interview Skilled Trade candidates
- Develop and maintain a strong pipeline of candidates
- Build and maintain clientele in an assigned territory
- Match candidates with requisitions based on experience, education, and specific skillsets
- Make territory sales calls to prospective clients
- Manage accounts by consistently meeting in person with decision makers and hiring managers
- Provide guidance to prospective candidates on current openings, ways to seek employment, and career guidance
- Assist candidates and associates with onboarding according to local, state, and federal hiring laws

Cydcor

Account Manager/Recruiter

June 2018 - April 2019 (11 months)

San Antonio, Texas Area

Cydcor provides outsourced sales and marketing third party services to Fortune 500 companies. Promoted and transferred from GLR to Bay of Plenty, Inc

GLR Marketing

Account Executive

- Interacted with customers to help guide them in the sales process of telecommunications services
- Increased sales within designated market territory
- Maintained new and current accounts and ensured development into long-term reliability
- Provided consistent communication with customers to achieve above market average customer satisfaction
- Increased clients' product knowledge in comparison to market value

Recruiter

- Partnered with hiring managers to determine staffing needs
- Screened resumes and job applications
- Made recommendations to company hiring managers
- Coordinated interviews with the hiring managers
- Managed applicant tracking system, schedules, and incoming calls
- Sourced and recruited candidates by using tracking systems, social media, and job boards

Bay Of Plenty Inc.

- Interacted with customers to help guide them in the sales process of utility services
- Increased sales within designated market territory
- Maintained new and current accounts and ensured long term client satisfaction
- Promoted and marketed clients' brands, products and services
- Developed clients' product knowledge in comparison to their competitors
- Achieved high praise within workforce by promoting team building activities

SWOOP Agency

Account Planner

August 2016 - May 2017 (10 months)

Denton, Texas

A student-run Ad/PR agency on UNT campus. Working with real clients to get real world advertising experience.

- Maintained and developed relationship with clients
- Organized scheduled deadlines, team meetings, and client meetings
- Research development on target market demographic ad campaigns
- Conducted focus groups and research studies

Education

University of North Texas

Bachelor of Arts - BA, Public Relations, Advertising, and Applied Communication · (2014 - 2018)