**Toni Lasinski**

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269.348.5856

**SUMMARY OF SKILLS AND KNOWLEDGE**

* **Excellent research and sourcing skills**
* **Ability to deliver results with little supervision, and effectively manage and prioritize multiple projects and candidates**
* **Interpersonal skills and ability to network within the industry to identify top performers.**
* **Superb customer service focus, attention to detail and organization skills.**

**Applicant Tracking Systems/Sourcing Tools/ Super User/Video/Software:** MS Office, Amazon Hire, Workday, Taleo, iCIMS, Kenexa/BrassRing, and ADP.

**Social Networking and Sourcing Tools/Job Boards:** LinkedIn, LinkedIn Recruiter, Beamery, Hiretual, Indeed, Facebook, Twitter, CareerBuilder, Google Scholar, Boolean Builder, X-Ray, Google Scholar, GitHub and Chrome Extension

**PROFESSIONAL EXPERIENCE**

**Microsoft, Senior Technical and Sourcing Recruiter**

**October 2021 – Present**

* Serving as an integral part of Microsoft’s Talent Acquisition team, partnering with business leaders to develop, implement and manage diverse talent acquisition strategies.
* Talent advisor responsible for full life-cycle recruitment, collaborating with senior leaders to provide exceptional recruiting services, as well as developing and overseeing a best-in-class candidate experience.
* Focused on placing skillsets including but not limited to: Software Engineers; front end/ backend and Full Stack Engineers, Data Engineers, Artificial Intelligence Engineers, Mixed Reality Engineers, Data Scientists, Technical Project Manager, Product Manager, Technical Program Managers and Data Analyst.
* Managing an average of 30-40 open requisitions with an average placement of 8-10 candidates per month. Average time to fill: 34 days**.**
* Recent Profile Based Hiring recruiting accomplishment: hired 8 candidates over an 3 week period. Roles Filled: Software Engineers, Data Engineers, Data Scientists and Technical Project Managers, and Product Managers.
* Establish strong partnerships with Hiring Managers, working diligently to understand business needs and responsible for offering solutions to meet objectives and long-term business goals.
* Collaborate with senior leaders and managers to understand business objectives, strategic direction, organizational structure, and hiring needs to offer workforce planning solutions.
* Provided outstanding candidate experience, conducted behavioral interviewing, and shared recruitment best practices with the team.
* Designed and prepared weekly Talent Acquisition reports for Business Leaders.

**Amazon, Senior Technical Recruiter**

**June 2021-October 2021**

* Specialized in Leadership roles at Amazon, including Software Development Managers (SDM), Technical Program Managers (TPM), and Product Manager - Technical (PMT) roles.
* Prepared Leaders for Amazon's interview process while aligning them to the right team based on their location, experience, and career goals.
* Aligned to teams across the United States, Canada, and Mexico.
* Sourced Candidates utilizing**:** LinkedIn, LinkedIn Recruiter, Beamery, Hiretual, Indeed, Facebook, Twitter, CareerBuilder, Google Scholar, Boolean Builder, X-Ray, Google Scholar, GitHub and Chrome Extension.
* Sourcing Metrics: 500 reach outs to open to work and passive prospects per month which resulted in 80-100 responses and connects. Results 8-10 closures per month.

**Walmart, Engineering Talent Acquisition Specialist**

**March 2021-Jun 2021**

* Focused on hiring Engineering talent across the Engineering/Retail Division with a focus on Cloud Architects, Cloud Developers (.Net, C#, Azure Sequel) for Mobile Apps, Integration Engineers, Data Engineers, Azure Cloud Specialists, QA Testing and Automation (Cloud) with a strong focus on diversity hires
* Carrying approximately 45 requisitions on average and focused on aggressive 5-week hiring sprints averaging one critical hire per day
* Sourcing methods used include LinkedIn Recruiter, Boolean and Reverse/X-Ray Search, Indeed, internal ATS, diversity websites/user groups, social media, networking, referrals and more

**Cielo, *Talent Acquisition Recruiter***

**July 2019-March 2021**

* Attended detailed job scope meetings with hiring leaders to determine position specification.
* Review candidates’ applications via the ATS.
* Evaluate candidate qualifications against the position requirements and determine who to move forward in the recruitment process.
* Utilize proprietary software for email campaigns.
* Source candidates via the resume databases and job board sites using Boolean search language.
* Utilized phone templates appropriate to the job description.
* Maintained candidate engagement throughout the hiring process ensuring consistent communication.
* Created excel spreadsheets to provide accurate and regular reporting activities to measure candidate who are in process and candidate pipeline

**NextGen Staffing Solutions, Sales and Recruiting Manager**

**January 2010- July 2019 -**

* Developed and implemented recruiting strategies, prioritized team resources and managed key performance indicators (KPIs) to achieve hiring targets, while optimizing the experience for both candidates and hiring managers
* Provided guidance and consultation to business units to optimize departmental effectiveness
* Led team of 14 virtual recruiting assistants and recruiters that hired approximately 45 – 50 Direct Hire Leadership Positions per month
* Continually evolve and manage clear recruiting processes to ensure transparent and efficient hiring, including a streamlined overall interviewing process, effective feedback loops, consistent hiring criteria and optimized time-to-hire
* Led annual strategic review of recruiting efforts with senior leadership and plan for following year
* Developed a mentoring program for assistant recruiters who had a passion for direct hire leadership recruiting.
* Partnered with Senior Leaders to assist in the transition and integration of new recruiting structures and processes.
* Work with IT to implement a new ATS from Contact HR to Bullhorn
* Full Cycle Recruiter for Leadership positions from initial sourcing to onboarding
* Created and executed sourcing strategies utilizing employee referrals programs, professional associations, conferences, social media, databases, competitor lists and campus recruiting
* Developed new tracking reports to manage candidate and client

**EDUCATION AND CERTIFICATION**

Kalamazoo Community College/Grand Rapids School of Music