

Bradley Davis

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Education

Team Treehouse:

Web and Software Development, specializing in JavaScript, HTML5, and CSS3.

December 2016 - Present

Middle Tennessee State University: Murfreesboro, TN

Bachelor of Science in Aerospace, Minor in Mathematics, December 2015; GPA 3.36.

January 2012 - December 2015

Employment History

Freelance Web Developer: Nashville, TN

June 2018 – Present

Junior Web Developer

- Meet with clients to access needs and determine direction for moving forward.
- Develop website to provide information about organization in a natural manner.
- Create interactive applications to support mission of sites.
- Develop primarily in JavaScript, CSS3 and HTML5.

Addison Group: Nashville, TN

February 2017 – July 2018

IT Branch Recruiting Manager

- Make site visits to clients to ensure needs are met and develop stronger relationships.
- Contact VMS providers for requirements and status checks.
- SME on Slack for office recruiting/sales activities.
- Mentor junior staff to assist in proper recruiting/sales practices.
- Run daily requisition meeting to ensure team understands needs.
- Ensure office logs all contacts made and information obtained into ATS (Bullhorn).
- Prospect professionals through LinkedIn, Career Builder, Indeed, Monster, Dice and Slack.
- Develop sourcing plans for applicants to ensure best candidates are contacted.
- Interview applicants over the phone, through Skype, or in person.
- Identify, network with passive candidates /job seekers through creative recruiting strategies, including the use of internal data base, social networking, and direct sourcing
- Schedule and attend client meetings to generate new business and expand current business
- Develop, penetrate, and maintain candidates and client relationships through our quality methodologies
- Bullhorn functional user
- Research and identify prospective users of staffing firms and develop a marketing plan in order to break into new clients
- Develop existing client relationships utilizing assessments of marketing opportunities and target markets, intelligence gathering and identification of competitive edge
- Ensure the growth and profitability of the IT division for Nashville, TN, which includes responsibility for the meeting or exceeding of the overall budget via staffing, training and activity/performance of Recruiters and Business Development Managers.
- Identify and network with prospective job seekers and developing recruiting strategies for specific open client opportunities.
- Budget management for entire team, including management of turnover, expenses, salaries, head count, starts, and ends
- Hold weekly one-on-one meetings with Recruiters and BDMs regarding productivity standards and training issues
- Conduct performance evaluations and improvement plans, act as mentor to team, as required

Interactive Resources: Nashville, TN

October 2016 – February 2017

IT Account Recruiting Manager

- Make site visits to clients to ensure needs are met and develop stronger relationships.
- Develop networking plans for effective recruiting and sales.
- Contact VMS providers for requirements and status checks.
- SME on Slack for office recruiting/sales activities.
- Mentor junior staff to assist in proper recruiting/sales practices.
- Prospect, develop, and close new clients for future partnership.
- Run daily requisition meeting to ensure team understands needs.
- Ensure office logs all contacts made and information obtained into ATS (Bullhorn).
- Prospect professionals through LinkedIn, Career Builder, Indeed, Monster, Dice and Slack.

- Develop sourcing plans for applicants to ensure best candidates are contacted.
- Interview applicants over the phone, through Skype, or in person.
- Perform all onboarding for new hires.
- Conduct regular check-ins with employees currently on assignment.

Snelling; Brentwood, TN

December 2015 – October 2016

Corporate Recruiter

- Prospect professionals through LinkedIn, Career Builder, Indeed, Monster, and office site.
- Develop sourcing plans for applicants to ensure best candidates are contacted.
- Interview applicants over the phone, through Skype, or in person.
- Perform all onboarding for new hires.
- Conduct regular check-ins with employees currently on assignment.
- Prospect, develop, and close new clients for future partnership.
- Make site visits to clients to ensure needs are met and develop stronger relationships.
- Develop networking plans for effective recruiting.
- Schedule events to promote employment.
- Log all contacts made and information obtained into ATS (Taleo, Luceo, eEmpACT, RTools, CIRIMS).

United States Navy (Honorably Discharged with 10 years of service)

October 2001 - May 2011

Navy Recruiting District Nashville; Nashville, TN

January 2007 – May 2011

Navy Recruiter

- 8th recruiter out of 2,200 in the nation.
- Maintained a 347% monthly goal recruiting quota.
- Top recruiter in 7 state area for 2 years and 6 consecutive quarters.
- Prospected and had sales meetings with potential clients.
- Developed Centers of Influence and Professional Networking circles to facilitate referrals.
- Regularly documented all contact with potential, current, and past clients.
- Performed cold calls daily to find new leads to work.
- Provided remedial training to under-performing recruiters.
- Develop sourcing plans for applicants to ensure best candidates are contacted.
- Interview applicants over the phone, through Skype, or in person.
- Perform all onboarding for new hires.

Helicopter Support Squadron 2; Norfolk, VA

May 2004 - February 2006

Aviation Hydraulic and Structural Mechanic Supervisor

- Worked as shift supervisor for all maintenance and inspections on aircraft.
- Reduced aircraft maintenance required workload by 80%.
- Supervised 10 junior workers and trained them on doing jobs correctly.

Fighter Squadron 101; Virginia Beach, VA

February 2002 - May 2004

Aviation Hydraulic and Structural Mechanic

- Performed routine and unscheduled maintenance and troubleshooting on hydraulic, pneumatic, structural metal, and composite materials.
- Performed daily inspections of all equipment and aircraft prior to use.
- Performed pre-operative maintenance on all equipment and aircraft.

Practical Work Experience

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|---|--|
| -8 years of competitive recruiting/sales experience | -Monthly sales quota average of 347% |
| -Regularly trained co-workers on proper sales techniques | -Assisted co-workers to meet their monthly quota goals |
| -Regular data entry on past, current and future clients | -Experience with cold calls to create new leads |
| -Planned for sales trips to maximize contact with potential clients | -Analyzed sales marketing to achieve maximum results |
| -Prepared quotes to customer specifications for bids | -Maintained close relationship with vendors for support |
| -Vigorously documented all client contact for future use | -Maintained constant professionalism to represent employer |
| -Extensive knowledge of Microsoft Office applications | -Extensive knowledge on understanding manuals |

Professional Certifications and Education

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|--|-----------------------------------|
| -Achieve Global Recruiter/Salesman Course | -Achieve Global Management Course |
| -Microsoft Certified Systems Administrator | -Non-Destructive Inspections |
| -Managing Difficult Conversations Course | -Human Resource Development |