

# Eva Carney

## Human Resources Manager - Focus Diagnostics

Stanton, CA - Email me on Indeed: [indeed.com/r/Eva-Carney/d8bdc7155900d794](https://www.indeed.com/r/Eva-Carney/d8bdc7155900d794)

Seeking a dynamic position within Human Resources.

### WORK EXPERIENCE

#### Human Resources Manager

Focus Diagnostics - Cypress, CA - October 2007 to Present

October 2007 - Present

#### Agency Temp Focus Diagnostics

Innovative Agency - July 2007 to October 2007

Focus Diagnostics owned by Quest Diagnostics is dedicated to infectious disease, medical device and diagnostic testing services and IVD products. In addition Focus Diagnostics provides clinical diagnostic testing for clinical trials.

- Anticipate legal exposures, potential legal actions such as harassment, discrimination, wrongful discharge, unfair treatment, Workers Compensation, and accommodation. Ensure proper application of employment laws and regulations
- Employment and selection, training, organizational development, compensation, affirmative action, workers compensation, employee relations and employment law.
- Strong interpersonal communication, persuasion and creative problem solving skills with strong assessment and decision making skills.
- Ability to influence and build relationships within all levels of the organization and externally.
- Evaluating candidates critically and accurately to ensure that only the most prepared and qualified candidates are invited to interview with hiring managers.
- Act as a resource to Vice Presidents, Directors, Managers and Supervisors for all staffing-related issues. Work in alignment with corporate office staffing team and participate on cross-unit teams as required.
- Supports all applicable regulations including but not limited to FDA, ISO, and CMD/CAS requirements.
- Oversee all aspects of the selection and offer process, including utilization of technology systems (Authoria, Peoplesoft, e-recruit and JobQuest) and commercial electronic posting vehicles.
- Responsible for the implementation of recruiting of H1B visa and PERM candidates with Department of Labor.
- Oversee the implementation of career fairs when necessary or applicable.
- Tracking applicant flow pursuant to all applicable OFCCP regulations and maintaining appropriate records for our AAP.
- Oversee the negotiation of all employment offers with candidates and creation offer letter packages.
- Act as back-up management in the Human Resource Director's absence.
- Be aware of company and various departments' staffing needs and work with managers towards department improvements to decrease turnover.
- Assess needs on an ongoing basis and facilitate or develop programs which result in improved employee engagement and performance. Implemented a Diversity Program, Reward and Recognition Program, Focus On Fun Program and Service Awards.

#### Recruiter/Staffing Specialist

Pro-Tem Solutions - Long Beach, CA - April 2007 to July 2007

Provide contract and direct staffing for the IT industry. Responsible for full life cycle recruiting.

- Data mining utilizing monster, dice, careerbuilder, craigslist in addition to posting jobs on these sites.
- Recruiting Software developers/programmers with skills such as C++, Java, C#, .net, data warehousing etc.
- Responsible for recruiting, sourcing, screening and interviewing potential candidates.

### **Staffing Specialist**

Two Roads Professional Resources Inc - Huntington Beach, CA - 2004 to April 2007

Provide contract and direct staffing services in the Aerospace, Medical Device, Electronics, and the Petrochem Industry.

- Responsible for full life cycle recruiting. Primary responsibilities include sourcing, recruiting, screening, interviewing and employing engineers, mechanical engineers, manufacturing engineers, software engineers, program managers, CAD designers, software programmers, analysts, and technical support personnel for client assignment.
- Extensively used the internet for research and data mining to creatively source candidates. Negotiate agreements and rates. Manage service delivery and support efforts.

### **EDUCATION**

#### **Bachelors of Arts in Psychology**

California State University - Long Beach, CA