Joshua C. Bailey

Mt. Pleasant, SC **|** (513) 518–5570 **|** jbailey2124@gmail.com

Enthusiastic, and driven development professional with a passion for working diligently to complete any tasks at hand. Avid learner who is willing to put in the time needed to successfully pick up new skills needed within any role. Currently enrolled in the Coding Bootcamp at the University of North Carolina Charlotte learning a full stack of tools and technologies.

EDUCATION

The Coding Bootcamp at the University of North Carolina | Remote

January 2023

University of North Carolina – Charlotte | Charlotte, NC

September 2016 - May 2019

Bachelor of Arts in Biology

Central Piedmont Community College | Charlotte, NC

September 2014 - May 2016

EXPERIENCE

Open Digital | Remote — *Frontend Developer (Intern)*

November 2022 – PRESENT

Intern for and IT services and consulting company <opendigital.xyz>, with core responsibilities in Frontend Web Development.

- Utilized frontend development tools such as HTML, CSS, JavaScript to make responsive web pages for clients.
- Uploaded code into Git repositories using push, pull, and commit commands.
- Employed Figma to outline and plan upcoming projects.
- Coordinated tasks along with business management processes & file sharing using Confluence.

Sigil Partners | Remote — *Sr. Technical Recruiter*

June 2022 – November 2022

Full Lifecycle recruiter focused on highly technical roles from Engineering, Development (Frontend/Backend/Full Stack), and Project/Product/Program Managers.

- Worked to place candidates with a variety of clients like McKinsey & Company, Juvare, Burwood Group, and SiriusXM.
- Regularly track pipeline, priorities and performance data to share with internal stakeholders.
- Source, develop and assess the profiles of candidates and manage them through the Clients interview process, negotiating & closing offers.
- Helping implement a high touch recruiting process that ensures candidate and client satisfaction.
- Hands on in high level of interaction with client hiring managers; including but not limited to intake calls, scheduling, and interview coordination.
- Facilitate interview and hiring decision-making process with interviewers and hiring managers.
- Communicated effectively with interview teams to ensure preparedness during the interview process.
- Ensured a positive end-to-end interview experience for all candidates.

- Partnered with hiring managers to build and improve recruiting processes to develop selective and personalized sourcing strategies for each of their roles
- Find, engage, and activate passive candidates.
- Utilized BigBiller daily as a client and candidate database.

Signature Consultants | Remote — *Sr. Technical Recruiter*

September 2020 – **June 2022**

Full Lifecycle recruiter for both Technical and Financial clients. Constantly surpassed internal KPI's and expectations resulting in three promotions in less than a two-year time span.

- Focused on highly technical roles from Engineering, Development (Frontend/Backend/Full Stack), Business/Data Analysts, Project/Product/Program Managers, Supply Chain, and Finance.
- Worked to place candidates with a variety of clients like Bank of America, Wells Fargo, US Bank, Capital One, American Express, Publix, Apple, and Google.
- Regularly track pipeline, priorities and performance data to share with internal stakeholders.
- Source, develop and assess the profiles of candidates and manage them through the Clients interview process, negotiating & closing offers.
- Helping implement a high touch recruiting process that ensures candidate and client satisfaction.
- Hands on in high level of interaction with client hiring managers; including but not limited to intake calls, scheduling, and interview coordination.
- Ensured strong data integrity and recruiting metrics are well documented while continuously exceeding person key performance indicators (KPI's).
- Facilitate interview and hiring decision-making process with interviewers and hiring managers.
- Communicated effectively with interview teams to ensure preparedness during the interview process.
- Ensured a positive end-to-end interview experience for all candidates.
- Partnered with hiring managers to build and improve recruiting processes to develop selective and personalized sourcing strategies for each of their roles
- Find, engage, and activate passive candidates.
- Utilized BullHorn daily as a client and candidate database. Additionally supplemented our database with using third party tools like Dice and Career Builder.
- Maintaining engagement with candidates and clients to equally prioritize speed and care providing excellent customer service and delivery for both.
- Key member in multiple internal organizations, such as the New Hire Committee, Weekly Training Group, and New Hire Interview Teams.

Senior Staffing Specialist (Oct 2021- Apr 2022)

Staffing Specialist (Mar 2021- Oct 2021)

Associate Staffing Specialist (Sept 2020 - Mar 2021)

REFERENCES

Stephen Eades: (513) 488-4847, Owner/Tech Lead at Open Digital

Nick Bailey: (513) 315-0150, Founder/CEO at Fielder's Derby

Nick Nevedsky: (980) 229-2210, Lacrosse Coach - University of North Carolina at Charlotte

James Sorey: (225) 571-2427, Owner at Anytime Fitness Concord, NC