

## Joseph D. Poltor

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### Summary of Qualifications

Accomplished Servant Leader with over 5 years of leadership experience, ranging from first-line supervisor to program head/director, effectively managing teams of 5 to 22 employees. Proven sales professional with 10+ years of success, recognized for top-level awards, training excellence, and innovative strategies that drive measurable results. Expert in creating a positive, results-driven work environment, fostering both individual and team growth.

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### Skills

- **Leadership:** Expertise in servant leadership, team management, and strategic planning.
- **Communication:** Master communicator skilled in public speaking, public relations, and building strong relationships.
- **Process Improvement:** Proficient in Lean Six Sigma and Agile methodologies, focusing on continuous process improvement.
- **Technology:** Advanced proficiency in Microsoft Power Platform, Office Suite, CRM Software, and Adobe Acrobat. Holds a Secret Security Clearance.

### Work History

#### Regional Talent Acquisition and Sales Manager - Feb 2023 - Present

- Supervised and managed recruiters and talent acquisition efforts across Northeast Ohio and Northwest Pennsylvania, achieving #1 status in FY24Q1, Q2 & Q3 Northern US Recruiting Squadron.
- Led a team of 6, providing training, motivation, and mentoring, resulting in career advancement for team members and a positive work environment.

#### Program Director / Head of Executive Talent Acquisitions - Dec 2020 – Feb 2023

- Developed and implemented policies and procedures for a 22-member team, overseeing cross-agency operations throughout the US.
- Reported directly to the CEO and other C-suite leaders, translating and executing leadership vision across the organization.
- Managed marketing strategies, statistical analyses, and career progression for all Executive Talent Acquisition Specialists.

### **Executive Talent Acquisitions Specialist - Oct 2017 – Dec 2020**

- Achieved top honors, including the Century Club Award (over 150% of quota) and Commander's Catch Excellence Award (1st in nation to achieve quota).
- Built strong rapport with decision-makers and applicants, demonstrating exceptional persuasive skills and lead generation capabilities.

### **Talent Acquisitions Specialist - Sep 2014 – Oct 2017**

- Honored with the Century Club Award and national Top NPS Recruiter award.
- Served as a peer mentor, fostering team collaboration and excelling in referral-based acquisitions.

### **Airdrop Loadmaster / Joint Airdrop Inspector - U.S. Air Force and Air Force Reserve - Jul 2002 – Sep 2014**

- Executed and coordinated airdrop missions on C-17 aircraft, responsible for rigging, inspecting, and deploying cargo, vehicles, and personnel, ensuring precise and safe airdrops in training, combat and humanitarian missions.
- Managed load configurations, weight distribution, and safety protocols, maintaining mission integrity.
- As a Joint Airdrop Inspector, ensured compliance with joint service regulations through detailed inspections, contributing to the successful completion of 253 combat sorties, presidential support missions, and receiving commendations from two 4 star generals for distinguished service.

### **Education**

- **Master of Science in Psychology**, Capella University - *Graduation with Distinction*
- **Bachelor of Science in Real Estate Studies**, Marylhurst University
- **Associate of Science in Human Resource Management**, Community College of the Air Force
- **Associate of Science in Aviation Operations**, Community College of the Air Force

### **Training**

- Advanced Leader Course (NCOA)
- Senior Leader Courses (SNCOA/SNCOLDC)
- Lean Six Sigma Green Belt

### **Certifications**

- Currently pursuing **C|EH - Certified Ethical Hacker**
- **CompTIA Security+**
- **Certified Scrum Master**
- **Certified Scrum Product Owner**
- **Professional Manager**
- **IMPACT Sales System Certified to Certify**