**NICHOLAS W. HINGTGEN**

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Professional Summary

High-energy Executive Recruiter offering superior performance in multiple disciplines. Exceptional at promoting client services within small and large organizations. Adept at interviewing and securing top talent to achieve organizational targets. Skilled at developing and promoting digital marketing materials to help drive corporate goals.

Skills

* Cold Calling
* Lead Sourcing
* Strong Communication
* Tactical Empathy
* Active Listening
* Networking
* Digital Marketing
* Social Media Recruitment
* Marketing & Sales
* Business Development
* Project Management
* Project Coordination
* CRM/ATS
* Full Cycle Recruitment

Work History

Executive Recruiter – Commercial Pharmaceuticals, 01/2019 to Present

Govig & Associates – Scottsdale, AZ

* In my time as an Executive Recruiter at Govig, I have been able to acquire a skillset that is applicable across multiple industries. In my position I have taken on the roles of an Account Executive, Business Developer, Talent Acquisition & Project Coordinator
* Achieved over $100k in cash in my rookie year
* Consistently above quota
* Managed a book of business of companies ranging from small startups, to well established commercial organizations
* Communicated and consulted with job seekers and selected candidates
* Generated solutions to reduce and remedy issues often encountered during the recruiting process
* Prepared and presented candidate panel presentations & capability demonstrations to VP & C-Suite level clients
* Through personal branding and innovative marketing practices, finished #2 for overall rookie billings in the 2019 fiscal year.
* Devoted special emphasis to punctuality and worked to maintain outstanding attendance record, consistently arriving to work early and leaving late

Biomedical Intern, 08/2018 to 12/2018

Project C.U.R.E – Phoenix, Arizona

* Leadership of volunteers
* Creating new testing standards for the biomedical engineering department
* Testing medical equipment before packing and shipping to clinics around the world

Student Loan Account Manager, 06/2018 to 08/2018

Discover Financial Services – Phoenix, Arizona

* Handling of student loan accounts containing sensitive information
* Creation of new student loan applications for prospective customers
* Collaboration with fellow employees to finish tasks efficiently

Education

Bachelor of Science: Biomedical Sciences, 2014 - 2018

Arizona State University - Tempe, AZ

Accomplishments

* Certifications: EMT Basic, CPR/AED, Personal Trainer.
* Athletics: Boys DII State Lacrosse Champion 2012 & 2013; Special Teams Captain 2013