

# Richmond Amponsah

Seattle, WA, 98104 | 9123982623  
richmondamponsah@icloud.com

I am passionate about hiring and developing technical talent and have a personal track record of successfully delivering against the most difficult talent acquisition challenges. I have outstanding business acumen, strong analytical skills, operational excellence, comfort with decision making under ambiguity, exceptional talent assessment skills, a high bar for tech talent, exceptional written/ verbal communication, and programming skills. All to bring you most sought after talent.

## SKILLS

Leadership Talent Acquisition, Collaboration, Working well under pressure, Effective communicator, Process improvement, Skype, Microsoft Teams, Microsoft Office, Applicant Tracking System, Customer Service, Human Resources, Data Entry, Record Management, Full Cycle Recruiting, Onboarding Management, IT Sourcing, Medical Sourcing, FinTech Sourcing CSS3, HTML5, JavaScript, Agile Framework, NodeJS, Git, UX/UI

## EXPERIENCE

### Technical RECRUITER Jul 2017 - Present

United States Coast guard, Seattle, WA

- Provide hands-on, full-cycle recruiting support for critical, hard-to-fill technical positions working on roles like Data Science, Software Engineer, Developers (Backend, Frontend, Full-stack), Cybersecurity, DevOps Engineer, UX/UI, Technical Program managers
- Averaged 30 requisitions with an average of 05 placements a month.
- Manage the end-to-end recruiting process including partnering with recruitment coordinators and talent acquisition to find, attract, assess, and hire over 1000 applicants.
- Personally Collaborated with stake-holders to understand their team's talent needs, develop a tailored sourcing strategy, and advise on how to assess and hire top technical talent increasing applications by 15%
- Establish consultative relationships with managers to ensure talent needs are anticipated and that the appropriate recruitment strategies are executed.
- Serve up a first class candidate experience from first outreach through a new hire's first 90 days with timely communication and a diligent follow-through
- Facilitate interview process, hiring decisions, offer negotiations, and onboarding
- Maintain knowledge of evolving industry trends, recruitment best practices and leading-edge sourcing streams, adjusting strategy accordingly to ensure optimal service delivery.
- Helped ensure recruiting data integrity by utilizing our applicant tracking System in an optimal way
- Utilize data and analytics to drive decision-making with partners
- Managing against a recruiting scorecard to attain budgeted cost per hire, time to fill, and quality of candidate goals
- Be an ambassador for diversity, equality, and inclusion.

### Freelance Developer May 2020 - Present

Upwork

- Deliver engaging user experience through optimization of images, code, and cross-browser compatibility, increasing Time on Page by +60 seconds for +50 websites
- Expand features, refine code, and improve processes, producing smoother operations and enhancing user engagement
- Designed dynamic and browser compatible pages using HTML5, CSS3, jQuery, and JavaScript.
- Built single page applications (SPA), responsive web design, UI using HTML5 grid layouts, CSS3 media queries where it's an expression and can be used to either true or false.
- Ensure efficient web development by supporting designers and app developers while resolving website performance issues

## **EDUCATION**

**Bachelor of Technology (B.Tech.) - Computer Engineering**  
(Expected)  
*Georgia Southern University, Savannah, GA*

Jan 2020 - Dec 2024

## **LICENSES & CERTIFICATIONS**

**Clearance Level - Secret**

*Department of Defense*

**Diversity and Inclusion Foundation** 2021  
*Department of Defense - 100455*

**Virtual Instructor Development** 2020  
*Department of Defense - 100395*

**Fostering Fair Employment** 2018  
*Department of Defense - 100123*

## **HONORS & AWARDS**

**Enlisted Person of The Year** 2021  
*United states Coast Guard*