

Amanda Reyes

Results-oriented talent acquisition specialist with six years of experience sourcing top candidates across tech and health care sectors. Skilled in full-cycle recruitment, ATS systems, and employer branding strategies.



EDUCATION

Bachelor of Science in Human Resources | Arizona State University, Tempe, AZ



KEY SKILLS

- Candidate sourcing
- Diversity recruiting
- Employer branding
- Full-cycle hiring
- Talent pipelines



PROFESSIONAL EXPERIENCE

Talent Acquisition Specialist

NextGen Tech, Phoenix, AZ | February 2020 – Present

- Recruited 150+ professionals in software and IT roles, achieving 90% first-year retention
- Reduced cost-per-hire by 22% through improved vendor negotiations
- Created digital recruitment campaigns that grew applicant volume by 40%

Recruiting Coordinator

CareWell Health Network, Scottsdale, AZ | April 2017 – January 2020

- Supported high-volume hiring of nurses and admin staff
- Maintained job boards, created job descriptions, and screened resumes
- Tracked and reported time-to-fill metrics to leadership



CERTIFICATIONS

- LinkedIn Certified Professional–Recruiter, LinkedIn