

# Saraann Longpre

Recruiting Manager

✉ [saraann.longpre@gmail.com](mailto:saraann.longpre@gmail.com)

☎ (652) 446-9300

📍 227 West Capitol Avenue,  
Little Rock, AR 72201

## Education

### Bachelor of Science in Human Resources at University of Arkansas

Sep 2013 - May 2017

Some skills I've learned are communication, teamwork, critical thinking, and time management.

## Links

[linkedin.com/in/saraannlongpre](https://www.linkedin.com/in/saraannlongpre)

## Skills

Communication

Organization

Planning

Time Management

Researching

Networking

Negotiation

## Languages

English

German

## Profile

I am a Recruiting Manager with over 5 years of experience in the field. I have worked with some of the top companies in the world and have extensive knowledge of the recruiting process. I am an expert at sourcing, screening, and interviewing candidates. I have a proven track record of finding talented individuals who are a perfect fit for my clients' needs. In addition to my recruitment skills, I also possess excellent communication and interpersonal skills. These skills allow me to build strong relationships with both candidates and clients alike

## Employment History

### Recruiting Manager at Crossover, AR

Mar 2022 - Present

- Hired and trained a team of 5 recruiters who successfully filled 100 open positions within 6 months.
- Led the development of a new recruiting strategy that increased candidate quality by 25%.
- Implemented a new applicant tracking system that saved the company \$15,000 per year.
- Negotiated contracts with 3 third-party recruiting firms that resulted in a 20% cost savings.
- Wrote and published an article on effective recruiting strategies that was viewed by over 10,000 people.

### Recruiting Specialist at Toptal, AR

Aug 2017 - Jan 2022

- Negotiated and closed 50+ job offers with new hires, resulting in a 90% offer acceptance rate.
- Led recruitment efforts for 15 open positions, sourcing and screening candidates to create a qualified pool of applicants.
- Wrote and distributed 30+ job descriptions to various online job boards.
- Presented at 5 career fairs across the state, attracting 300+ attendees.
- Conducted initial phone screens for 100+ candidates.

## Certificates

### Certified Recruiting Manager (CRM)

Sep 2020

### Certified Diversity Recruiting Manager (CDRM)

Oct 2018

## Memberships

American Management Association

Society for Human Resource Management