





# LUIGI CAVALIERE

## MEDICAL RECRUITER

### CONTACT

l.cavaliere@email.com   
(123) 456-7890   
Columbia, SC   
[LinkedIn](#) 

### EDUCATION

Bachelor of Arts  
Organizational  
Leadership/HR  
Anderson University  
2002 - 2006  
Anderson, SC

### SKILLS

Customer Service  
Medical Administration  
Database Management  
Written Communication  
Cold Calling  
Benefits/Compensation  
Applicant Tracking  
Systems  
Medical Terminology

### WORK EXPERIENCE

#### Healthcare Recruiter

Lexington Medical Center

2017 - current / West Columbia, SC

- Recruited 376 candidates by leveraging multiple tools, including LinkedIn, Glassdoor, ZipRecruiter, and Facebook
- Screened and presented 200+ candidates to 47 hiring managers, medical directors, and relevant staff members
- Evaluated 250+ background checks, references, and certification reviews, **increasing hiring efficiency by 34%**
- Developed relationships with 3 medical schools and attended 18 career fairs events, increasing candidate numbers by 41%
- Cold-called candidates, physicians, and hospitals seeking applicants

#### Corporate Recruiter

BlueCross BlueShield of South Carolina

2012 - 2017 / Columbia, SC

- Conducted full cycle recruitment of medical providers, including negotiating fees and building a provider network
- Assembled and reviewed 479 contracts using DocuSign
- **Guided 228 new medical providers** through the compensation & pension credentialing process
- Created 23 training materials, like flyers and handbooks

#### Staffing Coordinator

Midlands Health and Rehabilitation Center

2008 - 2012 / Columbia, SC

- Managed high-volume cold calling and recruited 522 candidates
- Evaluated 2.1K resumes and **interviewed 475+ candidates**
- Secured and processed 675 employment contracts

#### Recruitment Assistant

SC Department of Revenue

2006 - 2008 / Columbia, SC

- Networked with 500+ medical field candidates using online job boards and social media such as Facebook and LinkedIn
- Oversaw interviews of 460+ prospective employees