

Simon Meth
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Full-Cycle Corporate Recruiter – Technical and Non-Technical

Working with leading companies in staffing, full-cycle recruitment, talent acquisition, and human resources. Expert use of the Web to source candidates in a wide-range of technical and non-technical disciplines. Implementation of rock-solid staffing systems to support corporate objectives.

Successful Accomplishments

- ✓ Filled more than 400 positions in 5 years for ViaSat as an on-site, full-cycle contract recruiter. Positions included direct, contract, temporary-to-direct and temporary workers in engineering, information technology, finance, sales, operations, contracts, human resources and purchasing. Filled positions throughout the United States.
- ✓ Staffed IT department for FutureTrade including network and security engineering, systems engineering, user desktop support and high level server and applications administration.
- ✓ Negotiated exclusive contract with Stac, Inc. to staff inside sales team and successfully completed contract with the addition of 19 people in 2 months.
- ✓ Implemented a complete recruitment system including the use of advanced Internet techniques, an Intranet accessible resume system and a network of excellent outside recruiters. Converted a 50 percent paper system to a 98 percent paper-less system in 30 days. Prepared offers, conducted background and reference checks. Hired staff for sales, marketing, engineering, technical support, product marketing and finance for Encad.
- ✓ Rated #1 in the United States for sales volume in first 2 full months on quota and consistently rated in the Top 10 recruiters in the United States for Adecco.
- ✓ Exceeded quota by 140% in first 5 months and achieved annual Quota Club after just 3 months for Source Services Corporation.
- ✓ Sold Adapt recruitment software to a wide variety of staffing companies for Bond International Software and developed and maintained relationships with major account customers.

Employment History

Kettelhut and Meth 1999 to present, San Diego, California, www.martinandsimon.com
Senior Recruitment Consultant

- Filled more than 400 positions in 5 years for ViaSat as an on-site, full-cycle contract recruiter. Positions included direct, contract, temporary-to-direct and temporary workers in engineering, information technology, finance, sales, operations, contracts, human resources and purchasing. Typically handled 25 to 35 active positions at one time with peaks as high as 50+. Responsible for all phases of the hiring process from sourcing to extending and closing offers. Filled positions throughout the United States. Used Kenexa Recruiter Brassring (ATS) and TalentHook (sourcing tool).
- Staffed IT department for FutureTrade including network and security engineering, systems engineering, user desktop support and high level server and applications administration.
- Supported the final hiring decision for Integrand by conducting competency based interviews of candidates and making hire/no-hire recommendations.
- Recruited key people in engineering, marketing, sales, operations and service for Encad.
- Implemented a complete recruitment system including the use of advanced Internet techniques, an Intranet accessible resume system and a network of excellent outside recruiters. Converted a 50 percent paper system to a 98 percent paperless system in 30 days. Prepared offers, conducted background and reference checks for Encad.
- Handled legal issues such as compensation and termination disputes for Encad.
- Provided career counseling for a wide variety of professionals.

Technology Locator Corporation 1998 to 1999, San Diego, California
Senior Recruitment Consultant

- Directed recruitment half of the organization including 3 branch managers and up to 10 technical recruiters in 3 California based offices.
- Responsible for entire resume process including 2 administrative staff.
- Led Adapt Simplification Project (ASP) and designed process improvements.

Bond International Software 1997 to 1998, San Diego, California, www.bondadapt.com
Recruitment Software Manager

- Established new Western Region office from concept through fruition.
- Sold Adapt recruitment software to a wide variety of staffing companies.
- Recruited initial staff of 8 in 2 months prior to office opening.

Adecco Technical Services 1996 to 1997, San Diego, California, www.adecco.com
Senior Recruitment Consultant

- Rated #1 in the United States for sales volume in first 2 full months on quota and consistently rated in the Top 10 recruiters in the United States.
- Recruited, trained and motivated new members of the recruiting team.
- Selected as member of The Experts Panel held at corporate office.

STAC (now known as Altiris & Symantec) 1996 to 1996, San Diego, California, www.symantec.com
Senior Recruitment Consultant

- Provided in-house professional recruitment services for the entire company.
- Consulted with hiring managers to develop job descriptions and skill requirements; determined essential characteristics for successful hires.
- Enhanced employment procedures to enable fast and efficient hiring of key personnel. Reduced hiring time from well over 4 weeks to less than 2 weeks.

Source Services (now known as Kforce) 1995 to 1996, San Diego, California, www.kforce.com
Recruitment Consultant

- Exceeded quota by 140% in first 5 months on quota and qualified for annual Quota Club after just 3 months.
- Developed and enhanced recruiting skills including structured interviewing, resume review and preparation, client and candidate development.

Triad Software (now known as TData) 1984 to 1995, Sydney, Australia and San Diego, California
www.tdata.com.au

Senior Sales, Staff Member

- Increased gross sales by 10X from 1984 until 1987 when I relocated to the United States.
- Developed a network of dealers consisting of over 100 companies throughout Australia.

Education and Training

1981 The University of New South Wales - Sydney, Australia, BS (Honors)

1998 AIRS Advanced Internet Recruitment Strategies I & II

1999 Competency Based Interviewing® Certified Independent Trainer

2000+ Landmark Education Corporation—Communication Course: Access to Power, Advanced Communication Course: Performance and Power, Advanced Communication Course: The Power To Create, Team Management and Leadership Program

Association Membership

[San Diego Recruiters Roundtable](#)—Member

[RecruiterSpace San Diego](#)—Founder and Member

[San Diego Employer](#)—Member

[RecruitingBlogs](#)—Member

Recruiting Software Experience

Kenexa Recruiter BrassRing (formerly known as Enterprise), TalentHook, Adapt by Bond, FLX HRIS, Caldwell-Spartin TempWare-V, Internet search