

Zee Faulk

(512)771-5105 | zee.faulk.recruiter@gmail.com | <https://www.linkedin.com/in/zee-faulk/>

HR Specialist | Talent Acquisition Business Partner | Full Lifecycle Recruiter

A senior-level professional with a proven track record in various roles, including client management, education, legal, strategy, program management, talent acquisition, and people development. Strong communication and interpersonal skills in English/Portuguese, able to adapt to changing circumstances and priorities, and start new projects and initiatives quickly and efficiently. Effectively communicates with a variety of stakeholders, builds trust and rapport, and manages conflict. Strategic thinker who develops innovative solutions to complex problems.

Expertise

Full Lifecycle Management | Talent Acquisition | Collaborating with Hiring Managers | Project Management | HRIS, CRM & ATS tools, Workday, Slack and Google Suite | Building Relationships | Candidate Experience | Employee Relations | Client management, consultation, negotiation and strategic advisory | Knowledge of federal, state, and local labor and employment laws | Bilingual English/Portuguese, intermediate Spanish

Experience

GOOGLE

August 2021-November 2023

TALENT BUSINESS PARTNER

Managed full-cycle recruiting processes for high level niche staff software engineer positions, that encompassed Full Stack/Gen SWE/Front-End technologies (JS, HTML, CSS, Java, C#, C++), for multiple product areas, including Android Security Privacy and Google Play.

- Received several recognitions for contributions and a positive impact on organization, including finding and recruiting candidates, leading breakout discussions at virtual summits, leading booths at events, helping with client/candidate time management, supporting, mentoring and collaborating with teammates, and creating and organizing events for Austin ERG.
- Oversaw staffing and client management responsibilities for Privacy Sandbox in a multi-year project that fundamentally changes user experience across the web with efforts that affect three billion devices worldwide.
- Collaborate with engineering leaders and teams to develop and implement programs related to hiring, onboarding, team development, individual growth and development, performance, and HR issues.
- As a Program Manager, was responsible for mapping multiple projects to align business objectives, improving company's performance, and coordinating strategies to drive agile transformations in organization, including leading EC Program placing 37 leads to connect 1:1 with Senior Directors up to VP level.
- Lead Staffing Partner for EC Program responsible for the day to day management of the pilot within Privacy Sandbox - this program aimed to develop meaningful relationships with external talent as a long-term effort and coordinated approach that is purposeful and inclusive.
- Reduced time to fill requisitions from an average of 180 days to under 90 days; consistently exceeding weekly and monthly recruitment goals by 100%, ranking in the top 20% of the recruitment organization.
- Created and led Brazilians in Austin efforts to build better community to support Googlers strive, foster sense of belonging, provide access to resources, support employee retention while increasing cultural sensitivity and awareness.
- Volunteered with other Googlers at various organizations and events, including H.E.L.P. Horse Empowered Learning Programs, Googleserve at The Atlanta Mission, Great Minds in STEM, Latinas in Tech + Google,

International Women's Day, and Latinx Student Leadership Virtual Summits. Participated in several dogfoods (practice of fully testing company products first on itself, using employees as end user) and recruitment efforts as Inclusion Champion. Additionally, led and organized an event with 300+ Googlers, coordinated cooking classes with Google Teaching Kitchen, and worked with Googlers on cultural festival events in Austin/TX.

Prior relevant Work Experience

INDEED

September 2015-August 2021

CORPORATE RECRUITER

Managed full-cycle recruitment for key growth groups at Indeed, built new teams from scratch, including Brazil and Mexico sales offices, and Prime team. Expert in hiring top talents for corporate functions, including Bilingual in Portuguese, reading French, and Spanish languages for Emerging Markets in the Americas, and working with multiple offices in the US, Canada, and Brazil.

- Led redesigning recruitment projects, trained interviewers, helped to rebrand and create new programs.
- Facilitated transition of Glassdoor employees to Indeed during reorg design.
- Tested, implemented, and trained employees in new systems and tools.
- Led several external projects during Covid, including Walmart and Albertsons.
- Reduced time to fill requisitions from an average of 200 days to under 90 days.
- Exceeded weekly submittal goals and monthly hiring quotas by 150%, top 10% of recruitment organization.
- DEI Advocate, IRG Latinx in Tech event lead for Austin Chapter.

NOVOTUS/ORION RPO

June 2012-September 2015

LEAD RECRUITER

Full life cycle Recruitment Process Outsourcing (RPO) firm serving clients in IT, healthcare, transportation, and energy industries serving as extension of client's Human Resources department to support existing recruiting efforts, evaluating opportunities and presenting recommendations to HR Management Teams in USA and Brazil.

- Designed and executed passive and active sourcing strategies that drove a sufficient volume of quality candidates using emerging technologies/tools to source candidates.
- Established strong professional relationships and worked closely with hiring managers to ensure clear understanding of job requirements and expectations filling time-sensitive roles in highly competitive industry.

Education

Master of Education (MEd)

Texas State University-San Marcos

Bachelor of Laws (LL.B, equivalent to US Juris Doctor Degree)

Faculdades Integradas-Brazil