

|  | Meliha Diomampo  HR and Recruiting |  |
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| Contact 972 339 0931  [mzdiomampo@gmail.com](mailto:mzdiomampo@gmail.com)  Frisco, TX | Objective Seasoned Human Resources and Recruiting professional with over 10 years of experience in full cycle recruiting, workday recruiting implementation, new hire onboarding, employee records audit, process improvement and program development. I am looking to continue developing my HR and Recruiting skills to become a well-rounded leader. |
| EducationUniversity of North TexasDenton, TXBBA in HR ManagementKey SkillsFull cycle recruitment Talent Strategy  Vendor Management  Regression Testing  Post Product System Support Workday HCMWorkday Recruiting People Management  I9 and Onboarding | ExperienceFebruary 2023 - present Senior Recruiter • Toyota Motor North America (Magnit)   * Partnered with Data Engineering leader for a complete overhaul of their recruitment strategy and filled 45 openings in 8 months * Lead Talent Strategist for multi year talent optimization project which includes building out interview strategy and process, hiring manager training, build out recruitment strategy and identify internal and external talent * Workday Recruiting think tank team member to recommend process flow improvements  September 2021 – April 2022 Workday Recruiting Associate Consultant • OneSource Virtual   * Configured workday according to customer requirements * Conducted testing to verify system was following process flow identified by the customer * Investigated and implemented solutions for post production support customers |
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| March 2021 – September 2021 Principal Recruiter • Capital One   * Full cycle recruitment for Tech organization   *December 2019 – March 2021*  Compassionate Care Break  *February 2017 – December 2019*  Principal Recruiter • Capital One   * Full cycle recruitment for several departments within Capital One Auto Finance and Home Loans * Led Product Management Apprenticeship program * Workday Test Lead for Region * Community Volunteer on behalf of Capital One * Event Planning Team Member for Asian and Pacific Islander Resource Group.  April 2012 – February 2017 Recruiting Manager • OneSource Virtual   * Lead a team of 4 team members * Workday Recruiting Test Lead for internal implementation * Full cycle recruitment * Managed Workday Analyst and Consultant Academy * Processed H1-B Transfers and H1-B Applications for Lottery * Managed candidate assessment rollout project which included vendor selection, assessment build out, testing, and training * Bi-weekly presentations with senior leadership to provide update on recruitment activity and metrics * Weekly meetings with finance team to review and adjust staffing budget  August 2010 – April 2012 University Relations Recruiting Coordinator • Ericsson (Corestaff)   * Managed all events for University Relations team * Managed Interview Power Days which included candidate communication, candidate travel scheduling, booking interview rooms, building out interview day schedule and ordering food * Managed Ad Hoc Interview scheduling  March 2008 – February 2010 Human Resources Coordinator • Turner Construction   * Stood up imaging repository system for all employee files * Completed an employee file and I9 audit for all Turner Field locations * Created and led employee file retention training * Input data changes into HRIS system |
| Personal Projects Family Business  HipSkate (2019 – present)  Operating out of Frisco, TX  (Inline skating program for children) Hobbies Running (London, Chicago, and Austin Marathons completed)  Strength Training  Reading  Cooking |
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