

# Dante A. C. Houston, AIRS CSSR

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## CAREER SUMMARY

Senior Talent Acquisition Specialist with over eight years of full-cycle experience in banking, pharmaceuticals and industrial automation. Greatest strength is being globally minded, locally focused with a background spanning recruitment in the US, Canada, and Latin America. I have been particularly successful leading social media passive recruitment efforts, while also partnering with national diversity organizations and educational institutions.

## PROFESSIONAL EXPERIENCE

Johnson Controls, Inc / Talent Acquisition January 2011-Present  
Senior Recruiter – Power Solutions / Americas Plants

- Established salaried level recruitment process for 17 US-based plants
- Trained plant HR Managers on Taleo system navigation and importance of OFCCP tracking
- Collaborated with Shared Services Recruitment team to implement Agency Manager
- Participated in University Relations core school selection
- Assisted with implementation of new Operations Development Program
- Maintain a TTF of 60 days for exempt-level hires
- Mentored and trained departmental new hires

Associated Bank / Talent Acquisition September 2010-January 2011  
Contract Recruiter – Retail Banking/Mortgage

- Act as a consultant for Retail Banking, Mortgage, and Business Development managers
- Research and recommend new sources for active and passive candidate recruiting
- Full-cycle recruitment, managing 45-50 positions
- Fluent in Taleo / Applicant Tracking System

Rockwell Automation / Global Talent Acquisition May 2008 – September 2010  
*World's Largest Industrial Automation Company, Milwaukee, WI*  
North America Talent Acquisition – Senior Recruiter

- Sourced, Identified, and Presented candidates to three major business units (Control Products & Solutions, Global Sales & Marketing – Customer Care, and Operations & Engineering Services)
- AIRS Certified Social Sourcing Recruiter, Certificate 2009
- Executed basic and advanced recruiting techniques to identify active and passive candidates
- Talent Acquisition Lead at NSBE and Veteran Career Fairs
- ICS Triplex & Hinz Talent Acquisition Integration Team Lead
- Partnered with Canadian & Latin America to launch recruitment efforts in remote regions
- Project Manager – Project SCAN / Corporate Sustainability & Paperless Recruitment
- Communication Team Lead - Corporate Sustainability Global Taskforce
- Transfer to Affiliate / Global Mobility Team Member
- Created & Launched Recruitment Satisfaction Survey
- Certified 360 Feedback Coach
- Developed and maintained relationships with diverse organizations
- Assisted in the development of advertising strategies
- Managed relationships with third-party vendors
- Conducted New Employee Orientation
- Assisted with FY08 Candidate Applicant Flow Audit

- Fluent in Kenexa / BrassRing Applicant Tracking System
- Social & Professional Networking Sites Project Manager / International Integrator

Manpower Business Solutions / Abbott Labs RPO July 2005-May 2008  
*World's Third Largest Employment Agency, Milwaukee, WI*  
Senior Medical Recruiter & RPO Account Specialist

- Established Executive Referral Program
- Nominated by management to serve on the Applicant Tracking System Demonstration Team
- Negotiated contracts for implementation of personality profile assessments
- Monitored Diversity Initiatives while partnering with diversity networks
- Developed / Implemented peak staffing planning and organizational development strategies
- Implemented recruitment strategies to attract qualified candidates and maintain a high fill rate
- Responsible for passive and active internet recruitment / Cold Calling
- Partnered with Sr. Management to formulate the components of the RPO model to include an examination of the external environment, long term objectives, action plans short term objectives, functional tactics and restructuring initiatives aimed at refocusing organizational resources
- Trained new employees and International Division Representatives on sourcing database strategies
- 2007 stack ranking - #10 of 58 recruitment team members (120 placements)

M&I Bank June 1997-July 2005  
*Nationally Recognized Leader in Financial Services Industry, Milwaukee, WI*  
 On-site HR Generalist / Recruiter (October 2003-July 2005)

- Acted as a consultant on staffing levels and retention strategies within Payment Services / Mortgage / College Recruitment / Corporate Headquarters
- Educated hiring managers and candidates on the hiring process
- Managed the full cycle recruitment process, including establishing job requirements, sourcing, screening, interviewing/evaluating and offer negotiations
- Identified departmental and performance goals
- Created solutions to filling positions with the most qualified candidates
- Worked with third party agencies and community-based organizations
- Administered pre-employment testing, reference verification, background checks, drug screens
- Employee Relations Liaison
- Named Interim College Recruitment Manager
- Extensive knowledge of PeopleSoft Applicant Tracking System
- High-volume contract and hourly recruitment (40-50 hires per month)

Auditor 1 - M&I Support Services Corporation *ISO 9001: 2000 Certified* June 2001-October 2003  
 Vault Administration Associate - M&I Support Services Corporation Cash June 2000-August 2000  
 Human Resources/EEO Department Assistant - M&I Bank May 1999-August 1999  
 Legal Assistant - M&I Trust Company May 1999-August 1999  
 Corporate Compliance Monitoring Specialist - M&I Marshall & Ilsley Bank June 1997-May 1999

## **OTHER EMPLOYMENT**

Ripon College, Department of Financial Aid, Department Work Study September 1998-May 2001  
 Milwaukee Public Schools, Office Assistant June 1996-June 1997  
 United States District Courts, Summer Intern June 1995-September 1995  
 Silver Spring Neighborhood Center, Counselor/Tutor June 1993-June 1996

## **EDUCATION**

Ripon College  
Ripon, Wisconsin  
B.A. Speech Communication



Alverno College  
Milwaukee, Wisconsin  
M.A. Education, Organizational Development & Instructional Design



## **PROFESSIONAL AFFILIATIONS**

- ✓ FUEL Milwaukee / Creative Council Diversity & Inclusion – Past Chair
- ✓ National Black MBA Association
- ✓ INROADS/WI Inc. Alumni Association – Interim Leadership Team /Alumnus of the Year, 2002

## **ACTIVITIES**

- ✓ Theta Chi Fraternity, Ripon College Delta Omega Chapter - Immediate Past Alumnus  
Advisor/Alumni Advisory Board / Distinguished Alumnus , 2004
- ✓ Ripon College Alumni Association – Board of Directors – Immediate Past President
- ✓ Ripon College Class Agent – Elected by Ripon College Class of 2001
- ✓ Ripon College 2012 Presidential Search Committee
- ✓ Milwaukee Bay View High School Alumni Association - Member

## **CIVIC EXPERIENCE**

- ✓ Adult Black Achievers – YMCA Career Clusters Co-Chair & Adult Achiever of the Year 2010
- ✓ YWCA – Program Volunteer, Circle of Women Table Captain
- ✓ Milwaukee Career Network – Career Panelist
- ✓ JobCamp II – Presenter on Networking Strategies
- ✓ SHRM HR Games – Presenter / Judge
- ✓ Special Olympics, Mentor / Global Messengers Speech Coach
- ✓ Milwaukee Public Theatre, Board of Directors / Past Vice President
- ✓ Servite Woods Homes Association, Employment Committee Liaison
- ✓ African-American Male Teach-in, Dr. MLK, Jr. School