




# RALPH LIAN CAPRICHIO


## PROFILE

I am a reliable and respectful individual who is extremely organized. I enjoy working in new surroundings and I am able to adapt to change. I can pick up on knowledge and skills from my surroundings and use them to help me develop myself as an individual and an employee in the future to any organization.

## CONTACT ME

 0916-394-6419

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 North Caloocan,  
Metro Manila,  
Philippines

## ➤ EDUCATION

### NATIONAL COLLEGE OF BUSINESS AND ARTS

*Bachelor of Science in Business  
Administration major in Financial  
Management | 2013 - 2019*

## ➤ WORK EXPERIENCE

### TTEC (FORMERLY KNOWN AS TELETECH)

*Global Talent Acquisition Shared Services  
Specialist (October 2021 - Present)*

- *Prescreening Candidates via Outbound Calls, Virtual Interview (Panel).*
- *Collaborates with Talent Acquisition Team and Hiring Managers with regard to the needs and roles to be filled; reviews job descriptions for vacancies.*
- *Specializes in finding the right people to fill open roles, especially those that require specialized skill sets.*
- *Sourcing candidates using different Job boards.*
- *Specialize in Applicant Tracking System.*