# Rathish B

Recruitment Professional

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## Summary

Recruitment professional with focus on sourcing and engaging top talent. Experience in managing recruitment processes, conducting interviews, and collaborating with hiring managers. Strong communication skills and ability to build relationships with candidates and stakeholders.

## Skills

Recruitment, sourcing, interviewing, communication, relationship building, social media recruiting

## Work Experience

### Senior Executive

Hexaware Technologies | Chennai, India                                      Oct 2024 - Mar 2025

- Worked with hiring managers at various clinics to determine staffing needs.
- Developed creative recruiting strategies that met anticipated staffing needs.
- Researched and recommended new sources for candidate recruiting.
- Utilised social media platforms and professional networks for passive candidate sourcing, expanding talent pool.
- Planned and executed recruitment events to bring in area candidates.
- Collaborated with recruitment and HR professional to achieve hiring goals.

### Executive

Photon Interactive India Pvt Ltd | Chennai, India                            Oct 2022 - Jul 2024

- Formed and sustained strategic relationships with clients.
- Reached out to qualified applicants found with candidate pipelines, referrals or job fairs.
- Created and oversaw candidate pipelines to fill all levels of positions.
- Crafted engaging job descriptions, attracting high-calibre applicants.
- Prepared and posted job opportunities on online job boards and monitored responses.
- Built social networks to find qualified candidates.
- Advertised and managed position listings, organising interviews with suitable candidates.

### Senior IT Recruiter

ESK Software Solutions Pvt Ltd | Chennai, India                              Jan 2022 - Sep 2022

- Researched and recommended new sources for candidate recruiting.
- Prepared candidate lists for hiring manager consideration.
- Created and oversaw candidate pipelines to fill all levels of positions.
- Built social networks to find qualified candidates.
- Coordinated with external recruitment agencies to fill vacancies efficiently, broadening candidate reach.
- Managed end-to-end recruitment processes, from job posting to onboarding, streamlining hiring operations.

### Executive

Aspire Systems | Chennai, India                                              Aug 2021 - Dec 2021

- Collaborated with recruitment and HR professional to achieve hiring goals.
- Developed strong relationships with hiring managers to understand specific job requirements, tailoring recruitment efforts.
- Followed up with new employees to offer assistance and welcome.
- Educated executives and managers about potential candidates.

- Built social networks to find qualified candidates.
- Conducted initial screening interviews to assess candidate suitability for specific roles.

**IT Recruiter**

KRG Technologies | Chennai, India                                    Dec 2020 - Aug 2021

- Managed interview process on behalf of clients and candidates, maintaining appropriate confidentiality with both parties.
- Advertised and managed position listings, organising interviews with suitable candidates.
- Leveraged social media platforms to advertise vacancies and engage with both passive and active job seekers.
- Developed and maintained strong relationships with clients, understanding their unique requirements and providing tailored recruitment solutions.

**Trainee Executive**

Ilabz Technology | Chennai, India                                    Mar 2019 - Oct 2020

- Developed and executed effective recruiting plans to develop candidate recruiting sources and fill staffing needs for broad range of clients.
- Collaborated with recruitment and HR professional to achieve hiring goals.
- Worked with hiring managers at various clinics to determine staffing needs.
- Created and oversaw candidate pipelines to fill all levels of positions.
- Built social networks to find qualified candidates.
- Maintained accurate candidate tracking system.

## Education

**B. Com in General**                                                2018

Vel Tech Ranga Sanku Arts College, Chennai, India

## Certifications and Training

Completed certified Data Analytics course in ACTE Technologies.