

CAREER OBJECTIVE

A Human Resource professional culminated the position of Senior Executive, valuing and supporting a diverse workforce, by striving continually to improve individual and organizational effectiveness, and to foster to changing needs of manpower in organizations.

PROFILE SYNOPSIS

Talent Acquisition professional with experience in IT/Non-IT Recruitment, Head Hunting, Candidate Sourcing, Resumes Screening, Client Servicing, Industry research, Industry Mapping, Reference Checks, Offer Negotiations, Onboarding, Inductions & Employee Engagement. Creatively source high-caliber candidates by online searches, internal database searches, job portals, social media and employee referrals. Managing the entire lifecycle of leadership hiring for clients across industries and functions. Experienced in full cycle end to end recruitment with specific focus on middle management and senior level roles.

CORE COMPETENCIES

Leadership Hiring	Talent Acquisition	Social Media
Candidate Sourcing &	End to End Recruitment	Recruiting Job Portals
Screening Recruitment	Offer Negotiations	Recruiting Internet Job
HeadHunting Placement &	Employee Engagement	Posting
Onboarding		
Inductions		

ORGANIZATIONAL EXPERIENCE

Lancesoft India Pvt Ltd
(Senior Executive -Feb'22 – Till now) Chennai

Key Deliverables:

- Interacting with Multiple hiring managers for getting and understanding the Requirements
- Handling Clients Amazon & VMware
- Good experience in Stake Holder Management and preparing Timely Reports.
- Experience in developing and implementing Recruitment Strategies
- Expert in Effective **Pipe line management.**
- Strong experience in End-to-End Recruitment – Sourcing, Screening, Scheduling, Offer Releasing Until Onboarding.
- Having good experience with portals like **Naukri, Monster, LinkedIn, IAM Jobs and social media recruitment.**
- Sourcing the candidates from the job portals, Databanks / Databases, job posting, mass mailing, internet searches, databases, and references with relevant and quality candidates within TAT.
- Screening the Resumes and Scheduling the interviews for various levels
- Conducting telephonic interviews to determine experience, skills, knowledge, Interest level, fitment, CTC expectations, Salary negotiations, and relocation constraints.
- Handling the HR discussions and checking the resource fitment.
- Experience in handling global clients and Indian clients.
- Work well under pressure and meet the dead lines.
- Strong experience in vendor Management and stakeholder management.
- Experience in Handling Bulk / Volume Hiring and conducting weekend and weekday drive

- Experience in Market Analysis and preparation of Reports.

CSS Corp Pvt Ltd

(Senior HR Executive Dec'19 –Jan'22) Chennai

Key Deliverables:

- Experience in full life cycle recruitment process in C2H/FTE position, leadership hiring, searching, sourcing, screening, scheduling interviews.
- Handling MNC based clients for external
- Managing key accounts & servicing for delivering enhanced value to the Business/Stakeholders.
- Experienced in full cycle end to end recruitment with specific focus on middle management and senior level roles.
- Review and understand Mid-Level and Top-Level job requirement and search, review applicants to verify if position requirements are met.
- Recruited in various technologies, skills and domain.
- Analyzing the skills & sourcing resources according to the Business requirement.
- Sourcing right candidates through job portals like Naukri, LinkedIn, Referring Internal Database, Employee referrals etc.
- Interacting with candidate, doing initial screening. Understand their competencies & skill sets, making them understand job role.
- Technical Hiring: Java, J2EE, .NET, Salesforce, Integration Development, Web development, Digital Marketing, Tableau Development, Content-Writer, Graphic Designer. Technical writer,
- Leadership Hiring: Project Managers, Dev OPS, Account Managers, Product Manager.
- Sales Hiring: Business Development Executives, Demand Manager for Corporate Sales
- Team Leads, Key Account Manager.
- Co-coordinating with the candidates after short listing, scheduling for final interview & giving regular follow-up for on boarding.
- Expert in Recruitment Head hunting, Networking End to end recruitment.
- To provide Weekly, Monthly Hiring database report.

Praveen Engineering Industries – (Senior HR Executive Aug'13 – Nov'19)

Key Deliverables:

- Involved in End-to-End recruitment On-boarding to Exit formalities.
- Responsible for recruiting process: which includes effective and creative recruiting strategies in order to recruit, attract screen and select high-quality candidates.
- Technical Hiring: Trainee Engineers, Quality Engineers,
- Leadership Hiring: Product Manager, Project Manager.
- Recruiting: Extensive online and internal database candidate mining, screening of resumes, interviewing potential candidates, conduct reference checks, salary/contract rate negotiation and complete offer extensions.
- Source, screen, interview and evaluate candidates from multiple sources i.e., Naukri, LinkedIn, and other socialnetworking sites.
- Responsible for setting up interview after checking of expertise level on skill, salary requirements/negotiations.

ACADEMIC CREDENTIALS

2013 BE (Electronics & Communication Engineering) from Infant Jesus College of Engineering

2009 DCSE (Computer Engineering) from Sri Muthalamman Polytechnic College

PERSONAL DETAILS

Date of Birth: Feb 23rd 1990.

Languages Known: Tamil,

English

References are available upon request

