



Aravind Swamy

HR Executive

Contact

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+91 8122678408

Katpadi, Vellore - 632007

Education

- **DR MGR University**
Master of Business Administration in HR
Completed in 2022
- **KMG Institution**
Bachelor of computer science
Completed in 2019

Skill

- Management Skills
- Sourcing
- Recruiting & On boarding
- Background verification
- Communication Skills
- Counselling skills
- Negotiation

Awards

July 2023 | Vedita Ventures
The Best Employee of the month

Nov 2022 | Femtosoft Technologies
The Best performance award

Profile

A results-driven Human Resources professional with deep knowledge of recruitment, Employee relations and employee retention strategies looking to leverage my expertise to create effective HR strategies that positively impact the organization's growth and development.

Work Experience

- Feb 2023- Still working (1 year 3 months)
Vedita Ventures | Chennai

HR Recruiter

Having a exceptional experience as a HR Recruiter by sourcing and screening candidates by shortlisting & interviewing them. Also verifying documents and involved in background verification as well. More over having a very good experience in handing clients by fulfilling their recruitment needs.

- July 2022 - Jan 2023
Femtosoft Technologies | Chennai

HR Executive

Experienced as HR Executive by recruiting candidates & verifying documents. Also doing background verification and Into on-boarding them as well. Conducting induction program to them by explaining company's policy

- 2022 Apr - June (3 months)
Career school HR Solutions | Chennai

HR Recruiter (Internship)

End to End Recruitment

Reference

Vedika Kanchandhani

Vedita Ventures / CEO

Email : Info@veditaventures.com

M D Murugan

Femtosoft tech/ CEO

Email : hr@femtosoft.in