

# AJEETH KUMAR R

## RESOURCE EXECUTIVE

### CONTACT

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Bangalore

### SKILLS

- Learning New Technologies
- Time Management
- Decision Making
- Communication
- Hardworking
- Analytical Skills
- Patience

### EDUCATION

**Erode Sengunthar Engineering College , Erode -638057**

UG - B.E/B.Tech 2018 - 2022

**ELECTRONICS AND INSTRUMENTATION ENGINEERING**

CGPA - 7.99

**Meenakshi Sundaranar Sengunthar Hr. Sec. School, Erode - 638009**

HSC - 64% 2016 - 2018

SSLC - 82.8% 2015 - 2016

### LANGUAGES

Tamil   
English 

### OBJECTIVE

To become a succesful professional in the field of Human Resouce ( IT Recruitment ), to wok in a creative and challenging envionment where there is scope for upgrading skills . I can put my best effots and knowledge to reach the respective company's goals and objectives.

### WORK EXPERIENCE

#### Resource Executive

**Jobworld India Pvt.Ltd, Bangalore**

20 Dec 2021 - 22 Nov 2023

#### Roles and Responsibility

- Understanding the client's requirement and sourcing, screening profiles from various sources that suits the client's requirements.
- Good technical knowledge and Quick learning ability to understand new technologies.
- Sourcing / Job posting from various Job portals viz. Naukri, Linkedin. referrals & Social Networks.
- Develop, influence and execute sourcing strategy for passive and active candidates.
- Screening application by conducting the preliminary telephonic interview.As well as Personal interaction with the candidate to understand their skill sets and area of Interest.
- Responsible for hiring candidates for all levels Junior - Mid - Senior Management and Manpower planning.
- Negotiation of Salary range to fit both company / candidate comfort level and Satisfaction.
- Collecting documents from the candidates, getting their PI forms, background verification form and the salary slips to initiate the offer process.
- Maintaining database of candidate called, rejected and offered for future requirement.
- Using RADAR, creating the offer letter, releasing the offer & helping the candidate in understanding the procedures and formalities of offer and the company.
- Maintain current knowledge of new technology developments in order to have smart interaction with customer about future recruiting requirements.

## CERTIFICATION

- Completed “Allan Bradley SLC-500 PLC Programming & Control” Course at Advanced Training Institute - Chennai.
- Undergone In-Plant Training in “NSIC -Technical Service Centre Chennai” done certified course in Delta - Industrial Automation Using PLC

## TECHNOLOGIES WORKED/AWARE

- Languages: Java, J2Ee, C++, C, Python, C#, . Net, Embedded.
- Front - End: Angular, JavaScript, Typescript, HTML, CSS, React, Sharepoint.
- Back - End: Node, Kotlin, Golang, Spring, PHP.
- Testing Tools: Automation, Manual, Performance.
- Oracle: Oracle 11g / 12R / 13 I, Dataguard, Oracle SQL / PLSQL.
- Web Development: HTML, CSS, JS, Bootstrap.
- Web Desiging: Photoshop, Flash, Adobe illustrator.
- Scripting Languages: Perl, Bash, Shell, Power shell, VBScript.
- Mobile Applications: IOS, Android , WDIO (WebdriverIO)
- OS Platform: Windows, Linux
- Hardware: Microcontroller, Firmware.

## CLIENTS

- |                                |                |                   |
|--------------------------------|----------------|-------------------|
| • Coforge (NIIT)               | • Tech Mahinda | • Larsen & Toubro |
| • Tavant                       | • Altimetrik   | • CGI             |
| • Cyient                       | • SLK          | • UST Global      |
| • Happiest Minds<br>(FTE /C2H) | • Quest Global | • LTI MindTree    |

## DECLARATION

I here by declare that information provided above is genuine to the best of my knowledge.

**Place:** Bangalore

**Date:**