Arun Kumar Reddy Chintapally

Senior Technical Recruiter | USA, Canada & Mexico recruitment
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SUMMARY

- Seasoned US IT Recruiter with 5 years of experience (4+ years in core US staffing). Adept in full-cycle recruitment, niche technology hiring, and building strong pipelines for IT, Non-IT, Engineering, and Pharma roles. Skilled at managing client relationships, optimizing sourcing strategies, and leveraging ATS tools like Job Diva & Talent Pathway. Known for consistently closing tough roles and mentoring junior recruiters.
- Experience using ATS "Applicant Tracking System" (Job Diva and talent pathway)
- Extensive experience in writing Boolean search keywords.
- Excellent experience in Job portals such as LinkedIn Recruiter, Monster, Dice, Indeed, CareerBuilder, And Pro-hires
- Wrote and posted technical job descriptions in portals.
- Having strong experience in recruiting for (W2, Corporation to Corporation (C2C), 1099, Contract to Hire (CTH)/Permanent or Direct Hire) positions.
- Extensive experience in recruiting all types of employment visa such as CPT/OPTs / H1B/ H4-EAD/Green Card/GC-EAD/ US Citizens /L1s /L2 EAD/ TN/E3 Visa's and in Canada OWP, PR, Canadian Citizens.
- Good knowledge of Times zones in USA/Canada such as PST, MST, CST, and EST.
- Extensive knowledge of the immigration process for visa candidates.
- Scheduled and co-ordinate with Clients/Account managers for interviews for short-listed candidates.
- Negotiate with third-party vendors on rate and contract-related issues.
- Sourced and recruited IT professionals with a wide range of skills, and niche technologies (AEM Lead, AEM Architect and developer,) and in all other tough technologies I have placed multiple candidates.
- Worked on basic skills: Java/J2EE Developers & Architects, Cloud Developer/architect. ETL Tools, Oracle Developers & DBA both Functional and Technical, SAP Modules (MM, FI/CO, BW, Portal, Tester, etc.,), QA, PeopleSoft QA, Business Analyst, Project Managers, .NET, Siebel Developers, Web Logic, Web Sphere, Windows Admin, Unix Admin, etc.
- Responsible for ensuring the quality of delivery by screening and shortlisting resumes before sending them to the client.
- Strong interpersonal skills, Ability to work independently and multitask in a fast-paced environment
- Ability to manage multiple client relationships and engagements.
- Strong communication skills, courteous and professional mannerism
- Excellent IT skills with knowledge of MS Word, Excel and Outlook
- Team player – able to partner professionally with other individuals and departments
- Ability to understand payroll issues and communicate solutions effectively, professionally and respectfully

Worked with implementation partners/Direct clients such as (clients)

- Infosys
- TCS (Tata consultancy services)
- Tech Mahindra
- Virtusa

- HCL Tech (USA & Canada)
- L&T Technology Services
- Nagarro
- Trinamix

End Clients that I have supported from Implementation companies:

IT Industry
- Apple Inc
- Microsoft
- Amazon
- Google
- Meta
- Adobe
- Oracle
- service now

Healthcare and Pharmaceuticals
- Johnson & Johnson
- Pfizer
- UnitedHealth Group
- Merck & Co.
- Gilead Sciences Inc
- Anthem
- Cigna
- CVS Health
- Quest diagnostics

Retail Industry
- Walmart Inc.
- Target
- Amazon
- Macy's
- Dollar General Corporation
- lululemon

Finance& Banking
- JPMorgan Chase & Co
- Bank of America
- Wells Fargo
- Morgan Stanley
- American Express
- Capital One
- Charles Schwab
- State Street
- Fidelity
- Mastercard
- Northern Trust
- MetLife insurance
- Comcast
- Charter Communications
- Cox Communications
- BMO

Aerospace and Defence
- Boeing Company
- Collins Aerospace
- Pratt & Whitney

Tele-communications
- AT&T Inc
- Verizon Communications Inc
- T-Mobile

Working on specialized IT Technologies:

- Oracle GTM Architect
- Oracle Data Conversion
- Kinaxis Rapid response Solution Architect
- Teamcenter Developer
- Tibco Consultant
- Oracle ATG
- E-Commerce architect

- JDA/BY WMS
- JDE
- Workday
- Sunquest Clinical LIS Consultant
- HPC Systems Engineer
- AEM Architect /Lead
- AEP, ACS

- Magento, Marketo
- Shopify
- HCL Commerce (Formerly IBM WebSphere Commerce)
- Solution architect role.
- IBM Sterling DOM/OMS Developer/Tester

Basic IT requirements:

- Java Developer
- .NET Developer
- Cloud Data Engineer
- Data Architect,
- Web Developer
- React.JS and Node.JS
- UI/UX Developer
- AEM Developer
- AI/ML Engineer
- Scrum master
- Product Owner

- PM /Program manager
- Mulesoft Developer
- Salesforce
- SAP(All modules)
- Oracle EBS /HCM
- Data Engineer, BA/BSA
- Data Analyst roles. Etc.
- Peoplesoft Techno-Functional Consultant
- DevOps Engineer
- IAM Consultant

- PAM Consultant
- Clarity PPM Developer
- Data Scientist
- ServiceNow
- Sitecore
- QA Tester
- Cover Architect
- GEN AI Architect

Engineering roles:

- Build Engineer
- Quality Engineer
- Hardware Engineer
- Electrical Engineer

- Validation Engineer
- Plant Manager,
- WiFi Test Engineer,
- Lab Automation Engineer

- Windows Admin
- Mobile Device Lab Tester
- Azure Infra. Engineer

Healthcare & Pharm roles:

- CSV Developer
- LIMS Administrator
- Sunquest Consultant
- LIS Consultant
- Veeva vault
- Reltio MDM Dveloper
- QIS Instrument
- (PACS / RIS) Specialist

- Clinical NLP Engineer
- MES Camstar
- Lab Operation Lead
- Ellucian Colleauge Developer/Admin
- Oncology Clinical System Analyst

- Rhapsody Integration Architect
- FHIR Architect
- IFS
- EPIC
- Cerner Analyst
- Cache Developer

Non- IT Role:

- Customer care representative
- Technical Writer
- Content Manager
- Marketing Manager

EXPERIENCE

Senior Technical Recruiter   Hyderabad, Telangana, India
W3Global   02/2024 – Present

- Adept at building strong relationships with candidates and clients, understanding their needs, and delivering tailored recruitment solutions
- Successfully recruited for diverse IT/Non IT/Engineer roles in both contract and permanent capacities
- Collaborated with the hiring manager to understand job requirements and provide support for niche roles
- Ability to work effectively in fast-paced environments and manage multiple priority roles
- Utilized various sourcing techniques such as Job Boards, LinkedIn Recruiter, Social Media and Internal Database to attract top talent
- Closed 1–2 roles/month, screening 50–60 submissions monthly
- Responsible for the coverage and productivity of the team.
- Performed detailed technical screenings and assessments to ensure candidate qualifications matched client requirements
- Proficient in applicant tracking systems (Talent Pathway)
- Utilized ATS systems (Talent Pathway) to track candidate progress and maintain detailed records of recruitment activities
- Strong understanding of IT, Non-IT, Engineering, Pharma roles
- Excellent communication, interpersonal, and negotiation skills
- Supporting both US clients and Canada clients
- Maintained strong relationships with candidates throughout the hiring process, providing a positive candidate experience
- Conducted initial phone screenings to assess candidate qualifications and interest
- Coordinated interview schedules between candidates and hiring managers
- Provided guidance and support to candidates throughout the hiring process, including negotiation of offers and onboarding assistance
- Following the organization's standard operating procedures and maintained good quality score

Technical Recruiter   Hyderabad, Telangana, India
Ascii Group, LLC   12/2020 - 02/2024

- Worked on exclusively for Infosys, TCS, Tech M, Virtusa clients on contract positions.
- Deep knowledge in all full lifecycle recruiting, sourcing, qualifying, networking, assessing, salary trends, relationship management, and due diligence
- Knowledge of all visas like CPT, H1B, GC, TN, EAD's (H4-EAD, GC-EAD, L2-EAD, OPT-EAD) etc.
- Working on C2C, W2, 1099, Contract to Hire, Full time positions.
- Communicating with hiring managers to identify future job openings and the technical requirements for those jobs.
- Supporting to BDM on daily basis.
- Build positive working relationships and acknowledge the good work and motivating the Team Members for better outputs.
- Responsible for Coaching, Mentoring, and handling the overall training process.
- Conduct meetings every day to keep Recruiters motivated for end-of-the-day work by analysing their weekly reports.
- Experience in handling MSP AND VMS portal (GbaMS, Beeline & Blue Acorn)
- Involved in hiring the consultant on all niche requirement for All IT Domain
- Utilized advanced sourcing techniques, including Boolean searches, LinkedIn, Job Diva, and other platforms, resulting in a 20% increase in qualified candidates.
- Dealing with different rate calculations and Tax terms of W2.
- Experience in Negotiating rates as per Client need.
- Screening the resumes based on educational qualification, technical skills and short-listing if it matches the requirement.
- Working extensively in ATS: Job Diva to source and harvest profiles, update records and submit deserving candidates to the clients.
- Maintain internal ATS tools and databases with real time updates to candidate and client activities.
- Presenting the resumes of the most suitable candidates to the hiring manager.
- Arranging telephone, video, or in-person interviews.
- Performing background and reference checks.
- Training the junior recruiters, with enthusiasm on all phases of Vendor management and End-to-End IT Recruitment including defining job roles and using job Portals along with Job description, assessing needed skills and evaluating candidates.
- Following the organization's standard operating procedures and maintained good quality score.

- Good knowledge on Microsoft applications like Outlook, Teams, Word, Excel etc.
- Job boards used Dice, Monster, LinkedIn Recruiter, Indeed, Zip Recruiter, Google Groups.

Relationship Manager   Hyderabad, Telangana, India
RELIGARE HEALTH INSURANCE (RHI)   04/2020 - 09/2020
- Handled approximately 1800+ outbound and inbound sales-related calls per week to qualify individuals showing interest in purchasing insurance coverage.
- Explained advantages, features and disadvantages of various policies to promote sale of plans, boosting overall sales 90%.
- Calculated premiums and established payment methods for sales.
- Built relationships with clients through active listening and skill talents to provide excellent service.
- Utilized direct marketing strategies such as mailings and phone contracts to approach potential clients and increase sales by 85%.

Customer Support Associate   Hyderabad, Telangana, India
Conneqt Business Solutions Limited   07/2019 - 02/2020
- Worked for Axis Bank client for TATA AIG Insurance as sales representative. Extended and sustained relationships with customers to maintain and grow business. Worked with clients to support understanding of rationale and details of financial strategies.
- Communicated lending decisions to customers.
- Blocking and issuing new debit/credit cards for existing Axis Bank customers
- Boosted sales by 90% and exceeded sales target by employing consultative sales tactics and superior customer care.
- Delivered strategy advisement and corporate financing to clients, Promoted products or services to each customer to consistently achieve sales targets.

EDUCATION

MPC, intermediate, MPC
Sri Chaitanya College of Education   01/2015 - 12/2017

SSC, High School/Secondary Diplomas and Certificates
Rose Bud High School   01/2002 - 12/2015

LANGUAGES

English (Proficient)   Hindi (Proficient)   Telugu (Native)

SKILLS

Technical Recruiting, Applicant Tracking Systems, Candidate Sourcing, Resume Screening, Candidate Screening, Hiring and Retention Strategies, Recruitment, Onboarding, Resume Review, Phone Interviewing, Job Description Creation, Talent Acquisition, Salary Negotiation, Team Building, Team Player, Professional telephone etiquette, Commitment to excellence, Interview scheduling, MS Office Suite, Talent identification, VMS, Placement, LinkedIn recruiter, IT Recruiter, US Staffing, Canada Staffing, Mexico Staffing, Niche Recruiter